



JOB TITLE: Public Health Nurse

REPORTS TO: Community Health Coordinator

JOB PURPOSE: To provide community health services including communicable disease control, immunization, testing, screening and health promotion programs.

ESSENTIAL JOB FUNCTIONS:

- Assesses and evaluates community health needs including future needs and trends.
- Plans appropriate interventions for identified health needs of the community.
- Organizes and implements community health interventions including immunizations, health screenings, health education, counseling, infectious disease follow-up and environmental assessments.
- Monitors and responds to disease reports in the designate electronic surveillance systems such as the Connecticut Electronic Disease Surveillance Systems (CTEDSS).
- Continuously assesses and evaluates program intervention outcomes.
- Communicates with individuals in community settings, providers and consumers to disseminate pertinent information, consultation, health education and follow-ups as required.
- Develops effective methods of communication and documents findings of assessment, intervention, evaluation and follow-up related to direct care and services provided.
- Works effectively as a team member. May take leadership role in team projects.

ADDITIONAL JOB RESPONSIBILITIES:

- Assists in on-going program planning and recommendations for preventive community health services.
- Participates in grant writing opportunities and grant program implementation.
- Coordinates and/or participates in community public health initiatives.
- Develops and conducts presentations for various community health settings and topics.
- Maintains statistical records and develops associated reports.
- Attends continuing education and training programs.
- May be required to work evenings and weekends.
- Other duties as assigned.

The above description is illustrative of tasks and responsibilities. It is not meant to be all-inclusive of every task or responsibility. The description does not constitute an employee agreement between the Health District and the employee and is subject to change by the Health District as the needs of the Health District and requirements of the job change.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Knowledge of current clinical nursing science.
- General knowledge of public health, local public health practice, public health programming and evaluation methods, community health assessment methods, policy development, behavioral science, and community organizing practices.
- General knowledge of public health systems and interaction of health system; familiarity with the 10 Essential Services of Public Health.
- Ability to provide direct assessment, interaction and evaluation of nursing care.
- Knowledge of the administration, analysis and interpretation of physiological screening procedures.
- Knowledge of causes, control and treatment of communicable diseases.
- Ability to develop, implement, and evaluate plans of care to meet identified health problems of individuals, families, groups or the community.
- Knowledge of the influence of socioeconomic status, culture, and race/ethnicity on health practices and health outcomes.
- Ability to communicate effectively with individuals representing all age groups, community and state agencies, providers and recipients of health services.
- Ability to evaluate public health services for effectiveness and appropriateness in the context of the total community.
- Commitment to Diversity, Equity, and Inclusion and reducing health disparities.
- Computer proficiency required in the areas of Microsoft Word, Outlook, PowerPoint, and Excel, with internet proficiency.

WORK ENVIRONMENT:

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The list is not all-inclusive and may be supplemented as necessary. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.)

- Work requires reaching, standing, walking, grasping, and repetitive motions.
- Vocal communication is required for expressing or exchanging ideas by means of the spoken word.

- Hearing is required to perceive information at normal spoken word levels.
- Visual acuity is required for preparing and analyzing written or computer data, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities.
- Works in a typical office setting subject to interruptions, traffic flow and work volume expectations.
- Approximately 25% of work time is spent outside of the office.
- Clinical services are provided in accordance with the indirect guidance of the District's Medical Advisor.
- May be exposed to body fluids, infectious or contagious disease, hazardous waste material, toxins, and/or poisonous substances.
- Ability to properly don and doff protective clothing or gear.
- Some limited lifting of equipment and/or materials weighing up to 50 pounds.

Note: Reasonable accommodations will be considered under the Americans with Disabilities Act (ADA) as it may be amended from time to time. This list is not all inclusive and may be supplemented as necessary to account for changes in essential functions and/or changes in the work environment.

MINIMUM QUALIFICATIONS:

Bachelor's Degree in Nursing from a program approved by the National League for Nursing and at least five (5) years of experience in Public Health Nursing or an equivalent combination of education and experience. Must possess and maintain State of Connecticut Registered Nurse license. Must hold a current valid motor vehicle operator's license and have a motor vehicle that can be utilized on District business.

West Hartford-Bloomfield Health District Mission Statement: The mission of the West Hartford-Bloomfield Health District is to work in partnership with our local communities to protect, promote, and improve the health of present and future generations through prevention, advocacy, and accessibility.

The West Hartford Bloomfield Health District is an Equal Employment Opportunity (EEO) employer and does not discriminate on the basis of race, color, national origin, religion, gender, age, veteran status, sexual orientation, marital status, or disability (in compliance with the Americans with Disabilities Act) with respect to employment opportunities.