



# SENECA COUNTY

*AN EQUAL OPPORTUNITY EMPLOYER*

## CIVIL SERVICE OPPORTUNITIES



**REGISTERED PROFESSIONAL  
NURSE  
\$24.336 / hour**

**PUBLIC SERVICE LOAN FORGIVENESS:** College graduates with student loans may be eligible to have part of their loan paid for after being employed in a full-time position at Seneca County. Additional information is available at <https://studentaid.ed.gov/sa/sites/default/files/public-service-loan-forgiveness.pdf>.

### **MINIMUM QUALIFICATIONS:**

Graduation from a school of nursing approved by the State Education Department from a course approved by such department as qualifying for Registered Professional Nurse.

Licensure and current registration to practice as a Registered Professional Nurse in New York State

One (1) year of paid nursing experience preferred. (Experience in a clinic or community practice setting is preferred).

### **SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:**

Incumbents will be required to possess a valid, appropriate level New York State driver's license at time of appointment, and maintain this license throughout the tenure of employment in the position.

Must be able to be fitted and wear NIOSH 95 mask.

APPLICATIONS MAY BE OBTAINED FROM AND RETURNED TO:  
SENECA COUNTY PERSONNEL OFFICE,  
1 DI PRONIO DRIVE, WATERLOO, NY 13165

Applications Accepted  
Until position is filled

**FOR FURTHER INFORMATION, PLEASE SEE REVERSE SIDE.....**

## **DISTINGUISHING FEATURES OF THE CLASS:**

This position involves responsibility to provide public health nursing services to individuals, families, and population groups. Nursing actions are directed toward the goals of prevention, assessment, risk reduction, and health status improvement for individuals, families and communities. Public Health nursing interventions occur at individual, family, community and system levels depending upon the responsibilities of the position and the program or issues involved. The work is performed under the general direction of a Director/Deputy Director of Public Health. Performs related work as required.

## **ESSENTIAL DUTIES:**

- Identifies the health status of those served and their related determinants of health, and uses this knowledge to educate, inform and make referrals as appropriate.
- Conveys public health information in writing and orally, in person and through electronic means, with linguistic and cultural proficiency in the appropriate format and health literacy level of the population served;
- Teaches classes, addresses groups and participates in community planning related to nursing and health
- Develops demographic, statistical, programatic and scientific presentations, brochures, and products
- Assists in the assessment of the health of the community; promotes the wellness of the individual, family, and community; participates in audits, process improvement, and quality assurance/improvement programs
- Collaborates with community partners to promote the health of the population
- Participates and/or leads program planning, implementation and evaluation
- Compiles and uses records, reports and statistical information for evaluation and planning of the assigned program
- Aids in the prevention and control of communicable diseases through education and epidemiological investigations and performs case follow-up
- Completes and maintains activity records, patient files, and program records in compliance with Nursing Standards, Grant requirements, and NYSDOH regulations
- Participates in immunization programs; participates in quality assessment and feedback activities to raise immunization coverage levels, facilitate provider education programs to maximize office-based immunizations
- Administers immunizations and biologics, and performs procedures such as venipuncture and specimen collection; and
- Participates in emergency preparedness planning and response efforts

## **KEY COMPETENCIES:**

This position is aligned with current Core Competencies for Public Health Professionals published by The Council on Linkages between Academia and Public Health Practice.

### **Analysis/Assessment Skills**

- Participates in community assessment; can distinguish between quantitative and qualitative data; understands incidence and prevalence, knows how to access basic public health data and information.
- Identifies the health status of populations and their related determinants of health and illness.

- Participates in the analysis of data to identify trends, health problems, environmental health hazards, and social or economic conditions that adversely affect the public's health
- Adheres to ethical principles in the collection, maintenance, use, and dissemination of data and information.

#### **Policy Development/Program Planning Skills**

- Understands how policy options can influence public health programs.
- Collaborates in the development, implementation and evaluation of evidence-based public health nursing practices and programs with team members and partnering agencies.
- Applies strategies for continuous individual and departmental performance management and quality improvement.

#### **Communication and Cultural Competency Skills:**

- Delivers linguistically and culturally appropriate information to target audiences including individuals, population groups, policy makers and governing bodies, using a variety of approaches.
- Appropriately solicits community-based input from individuals and organizations.
- Utilizes appropriate methods for interacting effectively and professionally with persons of all ages and from diverse cultural, socioeconomic, educational, racial, and ethnic backgrounds, sexual orientations, lifestyles and physical abilities.

#### **Community Dimensions of Practice Skills:**

- Maintains partnerships with key stakeholders and collaborates with community partners to promote the health of the population.
- Gathers input from the community to inform the development of public health policy and programs and informs the public regarding policies, programs and resources.

#### **Public Health Science Skills:**

- Applies basic public health sciences (biostatistics, epidemiology, environmental health, social and behavioral health) to public health policy development and programs.
- Retrieves scientific evidence from text and electronic sources
- Knowledgeable regarding public health laws, regulations and policies.

#### **Financial Planning and Management Skills:**

- Adheres to the organization's policies and procedures, and participates in activities which contribute to the development of budget priorities and the efficient use of resources.
- Participates in the reporting of program performance.

#### **Leadership and Systems Thinking Skills:**

- Demonstrates knowledge of applicable nursing techniques and nursing practice.
- Adheres to applicable Occupational Safety and Health Administration standards.
- Contributes to a work environment where performance management and continuous quality improvement exists.
- Uses individual, team and organizational learning opportunities for personal and professional development and contributes to the growth of coworkers.

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