

Craven County



CRAVEN COUNTY
invites applications for the position of:

Public Health Nurse Supervisor II

SALARY: \$63,340.00 - \$63,340.00 Annually

OPENING DATE: 11/09/18

CLOSING DATE: Continuous

PRIMARY PURPOSE:

The primary purpose of this position is to serve in a supervisory capacity and to assist the Deputy Director in planning, directing, and supervising the public health programs and staff in the Personal Health Division of Craven County Health Department / Craven County Community Health Center.

ESSENTIAL FUNCTIONS:

This position assist the Deputy Director in day-to-day supervisory responsibilities by directing clinical and outreach staff and activities of the Personal Health Division. Duties include, but are not limited to: making weekly clinic schedules; approval of leave request; assure compliance of the Infection Control, HIPAA and Bloodborne Pathogen policies; employee performance reviews; interview job applicants; assist with managing operational budgets; work in conjunction with the Deputy Director in the areas of program management, administration, and development to include clinic flow changes and implementation of new programs.

MINIMUM EDUCATION AND EXPERIENCE:

Master's in Nursing and three years of Public Health nursing experience (including one year of experience in a supervisory capacity); or graduation from a four-year college or university with a BS in Nursing which includes a Public Health Nursing rotation and four years of Public Health nursing experience (including one year of experience in a supervisory capacity); or a Master's in Public Health and graduation from a school of professional nursing and three years of Public Health Nursing experience (including one year of experience in a supervisory capacity); or graduation from a school of professional nursing and five years of professional nursing experience four of which must have been in Public Health (including one year of experience in a supervisory capacity); or an equivalent combination of training and experience

A current license to practice as a Registered Nurse in North Carolina by the NC Board of Nursing

ADDITIONAL INFORMATION:

Other duties as assigned by management.

In the event of a disaster, required to assist as needed, to include lead of emergency shelter

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.cravencountync.gov>

Position #341-1
PUBLIC HEALTH NURSE SUPERVISOR II
JK

406 Craven Street
New Bern, NC 28560
252-636-6602

hr@cravencountync.gov