



DEPARTMENT OF HUMAN RESOURCES

EMPLOYMENT OPPORTUNITY NOTICE

Saratoga County Department of Public Health

- Job Title:** PUBLIC HEALTH NURSE
- Salary Range:** \$64,751 - \$73,921* (*Based on years of service employed with Saratoga County)
- Work Location:** 6012 County Farm Road, Ballston Spa, NY 12020
- Classification:** Competitive (**This Position is being filled on a provisional basis pending the results of a civil service exam to be given at a later date**)

Job Description

Performs public health nursing activities with individuals, families, community stakeholders and healthcare providers in accordance with agency mission and goals; Under supervision of the Supervising Public Health Nurse, incumbent will plan, implement and promote community health initiatives in accordance with evidenced based practices; activities include but are not limited to: disease prevention, surveillance, investigation, mitigation, and promotion of population health. The Public Health Nurse may oversee other staff to ensure programmatic requirements are accomplished.

Minimum Qualifications (at least)

Must possess a bachelor's degree or higher, in nursing from a regionally accredited or New York State registered college or university, as well as licensure and current registration to practice as a registered professional nurse in New York State.

Special requirements acceptance of applications:

Possession of a valid New York State Driver's license or otherwise demonstrate their ability to meet the transportation needs of the job.

(Degree must have been awarded by a college or university by a regional, national, or specialized agency recognized as an accrediting agency by the US Department of Education/US Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.)

Typical Work Activities (*Illustrative)

- Conducts disease surveillance and investigations; Develops and implements program related work-plans according to the New York State (NYS) Aid requirements and Prevention Agenda focus areas;
- Provides appropriate population health prevention outreach activities;



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- Educates healthcare providers, community stakeholders and the public regarding a wide range of public health related topics;
- Teaches classes, addresses groups, and participates in community planning related to health topics;
- Utilizes statistical data for planning, implementing and evaluating program activities; Participates in the conduct of surveys and studies related to public health matters; Provides skilled nursing care to client(s) in a variety of settings; Maintains current knowledge of community resources and refers client(s) appropriately;
- Participates in scheduled and unscheduled emergency preparedness activities;
- Completes program and on-call coverage as assigned to ensure twenty-four (24) hour agency accessibility to the community.

**Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.*

Additional Information

- Excellent benefits, NYS Retirement and Compensation Plan
- This Position is being filled on a *provisional* basis pending the results of a civil service exam to be given at a later date

To Apply (via Link Provided)

- Qualified candidates may alternatively submit an application and resume, by mail or in person to the Personnel Officer – Civil Service Division, 40 McMaster Street, Ballston Spa, NY 12020
- Resume may not be substituted for application
- Fax submissions will not be accepted

Applications will continue to be accepted until the vacancy has been filled

If you require reasonable accommodation in completing this application, interviewing, completing any pre-employment testing, or otherwise participating in the employee selection process, please direct your inquiries to the Human Resources Office. Saratoga County is an equal opportunity employer.

We are committed to fostering an inclusive environment where diversity is valued and recognized as a source of strength and enrichment. We seek to attract talented people from a diverse range of backgrounds and cultures, and encourage women, people of color, LGBTQ individuals, those with disabilities, members of ethnic minorities, foreign-born residents, and veterans to apply.