



MONROE COUNTY HEALTH DEPARTMENT

1315 Jamie Lane Waterloo, IL 62298 Phone: 618-939-3871 Fax: 618-939-4459

Position Title: Public Health Nurse

POSITION SUMMARY:

With limited direction and supervision, provide nursing services within assigned program areas. Serves as a resource and partner to the community and governmental agencies.

SUPERVISION EXERCISED

The position provides no direct supervision of staff.

SUPERVISION RECEIVED

This position is under the direct supervision of the Director of Nursing.

ESSENTIAL FUNCTIONS

- Monitor and track communicable diseases, conduct case investigations, analyze epidemiological data to identify trends, outbreaks and potential public health risks.
- Perform clinical nursing procedures.
- Provide health education to clients, families, and organizations.
- Participate in additional public health programs such as tobacco-free communities, emergency response, immunizations, and additional programs as necessary.
- Work in conjunction with Environmental Health during suspected and confirmed foodborne illness instances.
- Completes necessary reporting activities for grant compliance, expenditures, and surveillance activities.

This description is intended to indicate the kinds of tasks and levels of difficulty that will be required of positions that will be given this title and shall not be construed to declare what the specific duties and responsibilities of any position shall be. It is not intended to limit or in any way modify the right of any supervisor to assign, direct and control the work of employees under his/her supervision. The use of a particular expression or illustration describing the duties shall not be held to exclude other duties not mentioned.

JOB REQUIREMENTS AND QUALIFICATIONS

- Certification of graduation from an accredited School of Nursing
- A current Illinois license as a Registered Nurse (RN) or a Licensed Practical Nurse (LPN) by the Department of Professional Regulation.

May require specific training and/or certification consistent with Illinois Department of Public Health grant requirements.

ESSENTIAL PHYSICAL/COGNITIVE ABILITIES

- The ability to sit, flex, stand, reach, and bend.
- The physical strength to lift, carry, and transport materials/equipment that are equivalent to thirty (30) pounds.
- Clear written and verbal communication ability.
- Manual dexterity and the ability for data input into various computer programs.
- The ability to maintain professional behavior at all times.
- The ability to interact and care for individuals of all ages and abilities (infants through elderly).

SPECIAL REQUIREMENTS

- The ability to work necessary hours to meet the position requirements including evenings and/or weekends as assigned.
- May require provision of services at off-site locations.
- A valid Illinois Driver's License.
- A dependable automobile for use in position.
- Auto insurance in effect with at least the minimum limits of liability as outlined and required by the State of Illinois.
- Adherence to all local, state and federal regulations pertaining to OSHA guidelines.
- All employees must adhere to the Monroe County Health Department Personnel Code.
- Must pass a background check upon hire.

40 Hour work week Monday through Thursday 7am-530pm

SALARY RANGE \$20.50 - \$26.50 per hour

Applications may be submitted to Brian Eckert, beckert@monroecountyhealth.org or Kim Castello, kcastello@monroecountyhealth.org