



DATE: January 17, 2023

TO: **ALL COUNTY EMPLOYEES AND ELIGIBLE CANDIDATES**
(This is a competitive class position.)

FROM: Dr. Carol Smith, Commissioner of Health
239 Golden Hill Drive Kingston, New York 12401

JOB VACANCY: Public Health Nurse / Provisional / Full-Time / Benefited

LOCATION: Health Department

SALARY: \$41.50 / hour (Grade N18)

FILL DATE: February 7, 2023

DISTINGUISHING FEATURES OF THE CLASS: An employee in this class assesses the need for, plans, provides, coordinates and evaluates professional nursing care and instruction to clients of the Ulster County Health Department. The work is performed under the general supervision of a Supervising Public Health Nurse. Assignments are received in the form of referrals from physicians, family members, hospitals, the patient or other community agencies. Within each assignment, wide leeway is allowed for the exercise of independent judgment in technical details. Supervision is exercised over the work of Registered Nurses, Home Health Aides and students. Does related work as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of the current principles, practices and techniques of public health nursing; good knowledge of community resources available to patients and of the administrative organization of community facilities; skill in the application of current nursing procedures and techniques of patient care; ability to plan and coordinate nursing care for individuals, families and groups; ability to train and supervise nursing and auxiliary personnel; ability to establish and maintain cooperative working relationships and function effectively as a member of a treatment team; ability to accept and utilize professional guidance and to follow oral and written directions; ability to prepare reports and correspondence; ability to keep clear and accurate records; ability to perform duties in accordance with the ANA Code for professional nurses; ability to communicate effectively; sound professional judgment; accuracy.

MINIMUM QUALIFICATIONS: Possession of a Bachelor's Degree in Nursing from a regionally accredited or New York State registered college or university and possession of a license, and current registration, issued by the State of New York to practice as a Registered Professional Nurse.

IF COLLEGE OR UNIVERSITY EDUCATION IS INDICATED; TRANSCRIPTS ARE REQUIRED AND SHOULD BE ATTACHED TO ALL APPLICATIONS RECEIVED. A CANDIDATE LACKING THE REQUIRED TRANSCRIPTS WILL RECEIVE A CONDITIONAL APPROVAL PENDING THE RECEIPT OF TRANSCRIPTS.

Special Requirement for appointment to Ulster County positions: In accordance with Ulster County Legislative Local Law Number 14 of 2007 or by other State and Federal Statutes, candidates for employment to all Ulster County positions must obtain clearance for appointment from the Department of Criminal Justice System or other mandated Federal and State regulatory authority based upon fingerprinting and a criminal history background check.

ULSTER COUNTY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.