



# Fayette County Public Health

Prevent. Promote. Protect.

## EMPLOYMENT OPPORTUNITY FAYETTE COUNTY PUBLIC HEALTH

### Public Health Nurse

**Job Title:** School Clinic Nurse

**Division:** Public Health Nursing

**Programs:** School Based, Office Based

**Civil Service & FLSA Status:** Non-Classified, Non-Exempt

**Hours & Benefits:** Salary position paid for 12 months based on 1600 hours worked (\$18 - \$21)

**Date Posted:** 10/20/2022

**Expires:** Open Until Filled

#### **JOB SUMMARY**

Fayette County Public Health (FCPH) is seeking a Public Health Nurse to work in a school clinic environment. This position is full time and 40 hours per week. The Public Health Nurse is responsible for School Clinic Services and other Assigned Health Department Duties as requested. This position is funded through local contracts and board of health, and offers competitive salary and benefits.

#### **ESSENTIAL FUNCTIONS**

The Public Health Nurse is responsible for all essential functions.

#### **EDUCATION AND EXPERIENCE**

This job requires an active Nursing License from the State of Ohio, a valid Ohio Driver's License, and an active CPR Certification. Specialized skills such as typing, computer skills, and strong communication skills (both oral and written) are required. Experience in public health or a school clinic setting highly preferred.

#### **KNOWLEDGE, SKILLS, AND ABILITIES**

This job requires proficiency of computers skills including Microsoft Office (Word, Excel, PowerPoint, Outlook), Adobe Reader, e-mail, electronic calendar, and internet research; ability to compile, consolidate and summarize information; English grammar, spelling, written format and punctuation; effective verbal and written communication skills; ability to work independently in a dependable manner; knowledge of community resources; be able to effusively deal with stress; ability to learn and use a web-based reporting program for completing on-line reports; establish and maintain effective working relationships with other agency and organization.

Effective Date: 10/20/2022  
Last Review Date & Reviewer:  
Next Review Date: Annually



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## **KNOWLEDGE, SKILLS, AND ABILITIES (continued)**

representatives; perform effective public speaking to groups of varied interests and backgrounds and develop and deliver informative and persuasive presentations, counseling, and brief interventions. The job requires recordkeeping and reporting procedures; collection of data/research and analysis of statistics, design, implementation and evaluation of health-related programs.

## **PHYSICAL DEMANDS AND WORKING CONDITIONS**

The demands and conditions described here are representative of those the employee must meet to perform the essential functions of the job.

- Frequently required to sit, stand, walk, talk, write, listen and read.
- The employee may infrequently be required to climb, balance, stoop, kneel, crouch or crawl, reach with hands and arms, lift and/or move up to 25 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to focus.
- The noise level of the office is usually moderate. May occasionally be in environments with high noise levels.
- Involves travel by automobile to attend meetings with state agencies and community partners. Must have current driver's license valid in the state of Ohio and access to a personal automobile.

## **ORGANIZATION OVERVIEW**

Fayette County Public Health (FCPH) protects and promotes the health of citizens and the environment through the efforts of dedicated and skilled employees and application of sound public health principles. Our role is to identify community health problems; diagnose and investigate health problems and health hazards in the community; and enforce laws and regulations that protect health and ensure safety. FCPH offers a relaxed, positive and friendly work environment.

## **Interested applicants should send a cover letter, resume, and completed application to:**

Ashley Roberts, RN  
Director of Nursing

ashley.roberts@fayette-co-oh.com (subject: Public Health Nurse Position)

Fayette County Public Health  
317 South Fayette St  
Washington CH, OH 43160

Applications will be accepted on a continuous basis until the position is filled.

*Fayette County Public Health is proud to be an equal opportunity employer committed to hiring a diverse and inclusive workforce.*

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