



## EMPLOYMENT OPPORTUNITY MADISON COUNTY PUBLIC HEALTH REGISTERED NURSE II

**Job Title:** Registered Nurse II

**Division:** Nursing

**Programs:** School Nursing, Public Health Nursing

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

**Hours & Benefits:** 40 Hours Per Week (during the school year), Eligible for Full Benefits

**Date Posted:** January 10, 2019

**Expires:** Open Until Filled

### **JOB SUMMARY**

Madison County Public Health (MCPH) is seeking a Registered Nurse for the School Nursing and Public Health Nursing programs. This position is 40 hours per week during the school year and is primarily responsible for delivering school nursing services at Madison Plains Schools. This position may also provide public health nursing services at the main office of MCPH located at 306 Lafayette Street in London. This position is funded through contracts, billing services, and a public health levy. MCPH offers full benefits, excellent retirement through Ohio PERS, and a work schedule centered around regular daytime hours.

### **ESSENTIAL FUNCTIONS**

Provide school nursing services including, maintaining clinic areas, providing medical care of students' acute physical conditions, assisting in the management of students' chronic physical conditions, overseeing the administration of medication to students, updating and maintaining state-mandated immunization records, providing training to Unlicensed Assistive Personnel to aide in nursing duties, conducting vision and hearing screenings including follow-up and referrals, and reviewing and maintaining student medical records; administer vaccine to all age ranges (infant to adult); correctly interpret, explain, and apply vaccine schedules; provide clinical services in the areas of tuberculosis, Bureau of Children with Medical Handicaps (including occasional home visits if necessary), communicable disease identification, head lice checks, blood pressure screenings, and blood glucose screenings; provide health screenings for early identification of health related concerns; maintain patient medical records; plan, develop and present health education programs; educate patients in a variety of settings and to diverse audiences; prepare and revise informational brochures and outreach materials; represent MCPH at community functions, meetings, health fairs, and on committees; assist with community needs assessments and community health improvement plans; participate in emergency preparedness exercises.

### **EDUCATION AND EXPERIENCE**

This job requires a current Registered Nurse (RN) license in good standing with the State of Ohio pursuant to section 4723.13 of the Ohio Revised Code. Specialized skills such as typing, computer skills, and strong communication skills, both oral and written, are required. Knowledge of public health, school nursing, and health education is preferred.

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Chris Cook, MPH, RS  
Health Commissioner

Dr. James Kaehr, MD  
Medical Director

Madison County Public Health  
306 Lafayette Street, Suite B, PO Box 467  
London, Ohio 43140 | Fax 740-852-5418



### Our Mission

We are committed to monitoring and responding to our community's health and wellness needs through innovative services, education, collaboration, and compassionate care.



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

This job requires proficiency of computers skills including Microsoft Word, Excel, Power Point, Adobe Reader, e-mail and the Internet; ability to compile, consolidate and summarize information; English grammar, spelling, written format and punctuation; demonstrate effective verbal and written communication skills; work independently in a dependable manner; be knowledgeable 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 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; collect data/research and analyze statistics, design, implement, and evaluate innovative and evidence-based public health 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 work site 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 and travel between schools. Must have current driver's license valid in the state of Ohio and access to a personal automobile.

## **ORGANIZATION OVERVIEW**

Madison County Public Health (MCPH) 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. MCPH offers a relaxed, positive, and friendly work environment.

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

Susan Young, RN  
Director of Nursing

syoung@madisonpublichealth.org (subject: Registered Nurse Position)

Madison County Public Health  
PO Box 467  
London, OH 43140

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

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

Chris Cook, MPH, RS  
Health Commissioner

Dr. James Kaehr, MD  
Medical Director

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**BASIC EMPLOYMENT APPLICATION  
MADISON COUNTY PUBLIC HEALTH  
Select a Position**

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**Name**

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**Address**

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**Phone**

**Email**

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**Current Employer**

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**Salary Requirements**

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**Date First Available for Work**

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**General Days and Times Best for a Telephone Interview**

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**General Days and Times Best for an In-Person Interview**

**Your resume must include, at a minimum, the following information:**

- 1. Education including degrees and dates**
- 2. Work history with position titles and job responsibilities including dates**
- 3. Relevant trainings/certifications and dates**
- 4. Relevant skills**