Glenn County

NOW HIRING



Public Health Nurses

Salary Range $39.79—$48.37

Plus $12,000 Hiring/Retention Bonus

Tuition Reimbursement up to $5,000 per year*

* Eligibility based on Tuition Reimbursement Policy



The Glenn County Public Health Department is a division of the Glenn County Health and Human Services Agency. We are committed to protecting the public through the promotion of individual, community, and environmental health. We offer programs that serve children, mothers, and adults. We offer community-based activities that engage our residents in the planning, evaluation, and implementation of health improvement.



Public Health Nurse

Plans and implements public health nursing services to individual clients and the community at large through the provision of clinical services and counseling and through the promotion of community health and welfare; develops, maintains and monitors various community health programs.

EXAMPLES OF DUTIES

Provides public health nursing services to clients, including clinical care and counseling and public health instruction and education.

Prepares targeted case management assessment and develops service plans for clients; consults with colleagues, providers, other case managers or supervisors concerning cases; conducts home visitation as required; completes charting of client progress in medical records and all other documentation as required.

Makes referrals to other agencies and/or providers as appropriate.

Assists clients in accessing health and community services as needed.

Plans and coordinates agency and community planning meetings and area-wide meetings of program providers. Prepares meeting agendas and materials and agendas; makes logistical arrangements.

Gives presentations on programs and studies to providers and community groups.

Participates in community education, program outreach and public information / publicity activities.

Prepares quarterly and annual program reports related to assigned programs.

Prepares and presents medical record data for multidisciplinary case conferences.

Negotiates contracts with providers to conduct the scope of work for assigned programs.

Provides quality assurance review of providers' standards of care and fulfillment of program standards.

Compiles and maintains provider lists and resources directories.

Assists in the development and maintenance of program / client case documentation in computer databases; evaluates public health data using database.

Develops and distributes program outreach / health education materials to providers / community.

May provide guidance and oversight of student public health nurses as assigned.

Coordinates and/or participates in special programs and projects as assigned.

Performs general administrative office work as required, including but not limited to copying and filing documents, preparing typing documents, answering the telephone, faxing information, entering computer data, attending meetings, ordering supplies, maintaining office cleanliness, etc.

Performs related duties as assigned.



EXPERIENCE AND TRAINING

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of experience as a Public Health Nurse in a generalized public health nursing program.

Training:

Completion of a university or collegiate program of study approved for public health nursing.

LICENSE OR CERTIFICATE

Possession of, or ability to obtain, a valid California driver's license.

Possession of a valid license as a registered nurse and a valid certificate as a public health nurse in California.



QUALIFICATIONS

Ability to:

Learn and apply federal, state and local policies, procedures, laws and regulations.

Plan, organize and carry out community public health nursing activities.

Apply principles of epidemiology to a wide range of health and social problems.

Apply nursing processes of assessment, planning, implementation and evaluation in relation to the health of individual, families and the community.

Participate in research activities.

Work effectively with individuals and families to assist them in the satisfactory solution of health problems.

Apply scientific problem-solving approach.

Provide leadership in community health programming.

Secure the cooperation of, and work effectively with, individuals and agencies.

Analyze situations accurately and take effective action.

Maintain confidentiality as appropriate.

Prepare and maintain reports, records and logs.

Speak confidently and professionally before various groups.

Communicate clearly and concisely, both orally and in writing.

Knowledge of:

Principles and practices of nursing as applied to public health practice and preventive medicine and sanitation.

Community aspects of nursing programs, including provisions for continuity of patient care, nursing services in school health programs, and nursing care in the home.

Preventive aspects, causes and means of transmission, and methods of control of communicable diseases.

Child growth and development and procedures involved in promoting maternal and child health.

Principles and purposes of public health programs.

Environmental, sociological, and psychological problems encountered in carrying out a public health program.

Principles and techniques of teaching, learning, counseling, outreach and interviewing.

Research methodology and statistics.

Current literature and trends in public health nursing, the work of other social and health agencies, and the functions of other professions as they related to public health nursing.

Principles of mental health.

Methods of medical case recording and report preparation.

Business letter writing and report preparation; English language usage, punctuation, spelling and grammar.

Modern office procedures, practices and technology, including the use of computers for data and word processing.

Glenn County was incorporated on March 5, 1891. The County seat, Willows was created March 11, 1891. Glenn County was developed out of the northern portion of Colusa County and named for Dr. Hugh J. Glenn, who was the largest wheat farmer in the state during his lifetime and a man of great prominence in the political and commercial life in California.

Glenn County is located in the northern central valley of California, approximately 75 miles north of Sacramento and 110 miles northeast of the San Francisco Bay Area. It is comprised of approximately 1,315 square miles and is bounded on the east by Butte County; the north by Tehama County; and the west by Mendocino County and on the south by Colusa County. With over 1188 farms and ranches, agriculture remains to be a primary source of Glenn County's economy. The 2020 gross production of agricultural commodities was valued at over 700 million dollars. Major commodities include rice, almonds, prunes, walnuts, corn, alfalfa hay, milk products, cattle, sheep, and apiary products.

There are approximately 475 full-time equivalent employees and a total annual budget of over $174 million dollars. The County is governed by a five member Board of Supervisors, who each represent a district based on an equal representation of the County's population. Members of the Board of Supervisors serve as the legislative body for Glenn County and provide policy direction for all branches of County government including the County Administrative Officer. Each Board member is elected by the voters in their district to a four year term.

Applications will be accepted until:

Friday, July 22nd, 2022 at 5:00 p.m.

A complete application packet MUST include:

· A Glenn County Employment Application

· Résumé · Cover Letter · Transcripts

To apply for this job opportunity, submit a completed County of Glenn application packet for Employment online at calopps.org or to:

GLENN COUNTY PERSONNEL DEPARTMENT

525 W. Sycamore Street

Willows, CA 95988

Telephone (530) 934-6451 – Fax (530) 934-6452

TDD – No Voice (530) 934-6444

Website: www.countyofglenn.net

THE ABOVE INFORMATION IS GENERAL IN NATURE AND DOES NOT CONSTITUTE AN EXPRESSED OR IMPLIED CONTRACT.

THE COUNTY OF GLENN IS AN EQUAL OPPORTUNITY EMPLOYER.

WE ENCOURAGE MINORITIES, WOMEN AND DISABLED INDIVIDUALS TO APPLY. IN ADDITION, BI-LINGUAL (SPANISH, HMONG, LAOTIAN) INDIVIDUALS ARE ENCOURAGED TO APPLY.

WE ARE COMMITTED TO PROVIDING REASONABLE ACCOMMODATION TO APPLICANTS. QUALIFIED INDIVIDUALS WITH DISABILITIES WHO NEED A REASONABLE ACCOMMODATION DURING THE APPLICATION OR SELECTION PROCESS SHOULD CONTACT THE PERSONNEL DEPARTMENT.

BENEFITS

- 13 paid holidays per year and an additional twenty-four hours of holiday leave.
- 88 hours per year vacation during first two years of services; 128 hours per year years 3 through 12; 168 hours during years 13 through 19; and 208 hours per year after 20 full years of service.
- 96 hours per year of paid sick leave.
- 40 hours bereavement leave.
- The County pays a portion of the CalPERS medical insurance premium for employees.
- $10, 000 County paid term life insurance
- The County offers vision and dental insurance for employees.
- The County coordinates with EDD SDI for short-term disability insurance.
- The County pays the premium on $5,000 life insurance, Employees have the option of contributing to program.

General Unit Summary of Benefits

