

NOTICE OF OPEN POSITION

**CLARK COUNTY COMBINED HEALTH DISTRICT
529 E. HOME ROAD
SPRINGFIELD, OHIO 45503**

Position Title: Public Health Nurse, Vaccination Focus

Department: Nursing

Entry Salary: \$22.50 per hour—
(3.5% increase upon successful completion of probation)

Date Issued: September 6, 2024

Filing Deadline: Open Until Filled

Full-time position. Current CPR certification. Diploma, Associate or Bachelor of Science in Nursing from an accredited school of nursing. 2 years of public health nursing, community health nursing or similar experience preferred. Current CPR certification. Valid Ohio driver's license with state minimum insurance and an acceptable driving record. Must have valid Ohio Registered Nursing License. This position will work onsite 100% of the time. A 180-day probationary period is required.

\$22.50 to start with a 3.5% pay raise upon successful completion of probation. Excellent benefits package including but not limited to health, dental and vision insurance, a healthcare enrollment benefit, vacation, sick and personal leave, EAP program, OPERS, 13 paid holidays and employer paid group life coverage. A \$3.00 per hour bilingual stipend available for candidates fluent in Spanish or Haitian Creole.

For further information and a job description, please visit www.ccchd.com.

This is a tobacco, nicotine, marijuana, and tetrahydrocannabinol free position.

Please submit resume to shackathorne@ccchd.com.

The Clark County Combined Health District is an Equal Opportunity Employer



529 East Home Road
Springfield, OH 45503

Clark County Combined Health District (CCCHD)

Position Description An Equal Opportunity Employer

Position Title:

Public Health Nurse: Vaccination Focused

Division:

Nursing

Pay Grade:

23

Non-Exempt:



Exempt:



Classified:



Unclassified:



Immediate Supervisor:

Nurse Supervisor

Positions Supervised:

None

QUALIFICATIONS (Examples of acceptable qualifications.)

Valid driver's license. Ability to communicate effectively in written and oral form.

Valid Ohio driver's license with state minimum insurance and an acceptable driving record. Active Registered Nurse License with Ohio Board of Nursing. Diploma, Associate or Bachelor of Science in Nursing from an accredited school of nursing required. Current CPR certification. Two (2) years of public health nursing, community health nursing or similar experience preferred.

LICENSURE OR CERTIFICATION REQUIREMENTS

Maintain current and appropriate licensure or certification.

Must hold a current, valid license to practice as a

Registered Nurse in the State of Ohio.

EQUIPMENT OPERATED (The following are examples only and are not intended to be all inclusive.)

Standard office equipment and software.

Strongly proficient at operating computers, databases, spreadsheets, and software programs; able to use, troubleshoot and seek additional help regarding telephone, copier, fax machine, medical and lab equipment, devices and instruments; motor vehicle operation; data temperature loggers, portable and stationary lab/medical refrigerators and freezers.

INHERENTLY HAZARDOUS OR PHYSICALLY DEMANDING WORKING CONDITIONS

Is exposed to possible injury due to unclean or unsanitary conditions; is exposed to possible injury from hazardous waste; has contact with potentially violent or emotionally distraught persons; may be required to transport and lift awkward size boxes and containers; occasionally lifts objects 30 pounds or less; occasionally carries objects to 30 pounds or less.

Note: In accordance with the U.S. Department of Labor (DOL) physical demands strength ratings, this is considered sedentary work.

In cases of emergency, unpredictable client situations, and/or district needs, may be required to lift, push, pull and/or carry objects heavier than DOL strength ratings recommend.



Clark County Combined Health District (CCCHD)
Job Description Title: PHN: Vaccination Focused

ESSENTIAL FUNCTIONS OF THE POSITION (JOB DUTIES in order of importance for purposes of 42 USC 12101)

Table with 2 columns: Percentage (100%) and Job Duties. The table lists five essential functions related to vaccination, including demonstrating knowledge of recommendations, providing immunizations, educational sessions, training, and assisting clients with health coverage.



Clark County Combined Health District (CCCHD)

PHN: Vaccination Focused

OTHER DUTIES AND RESPONSIBILITIES

- Participates in Health District disaster preparedness activities; may be required to report for work outside normal working hours during an emergency.
-Projects a positive and professional image to clients, the public and CCCHD staff; maintains confidentiality requirements in accordance with CCCHD personnel and HIPAA policies.
-Follows all Clark County Combined Health District safety policies and procedures.
-Performs other duties as assigned or required; attends staff meetings; and participates in department development.
-Demonstrates regular and predictable attendance.
-Commit to ongoing demonstration of advancement within the competencies identified in Attachment A.
-When in ICS staff may be requested to perform job duties within their scope of training and expertise but not listed in their job description.
-In emergent situations staff may be assigned to other agencies.
-Staff occasionally may be requested to perform work outside of daily work functions within their training and expertise.

MINIMUM ACCEPTABLE CHARACTERISTICS (* Indicates developed after employment.)

First aid practices; emergency medical care procedures; Occupational Safety and Health Administration rules and regulations; medical technology; nursing techniques and methodology in prevention and treatment of disease; medical lab procedures; infection control; personal hygiene; immunizations; medical terminology; human relations; workplace safety; human growth and development; office practices and procedures; injection techniques.

SKILL IN

Use or operation of medical equipment, instruments, and devices; assessment, interviewing, communication; confidentiality, public relations, organization, flexibility, teamwork.

ABILITY TO

Demonstrate self-motivation, flexibility, and ability to relate well with others. Prepare accurate documentation. Use proper research methods to gather data. Maintain professionalism in adverse or volatile situations. Pro-active to identify solutions to problems and recognize role in change and progress.

Health Commissioner

Date

Signature of Employee

Date



Job Description – Attachment A

Competency Expectations for Clark County Combined Health District Employees

This attachment describes Competency Expectations for Position:

CCCHD uses the Council on Linkages Core Competencies for Public Health Professionals (Core Competencies), as these are considered the national standard guiding the development of the current and future workforce.

The Core Competencies are a consensus set of skills for the broad practice of public health, as defined by the 10 Essential Public Health Services. Developed by the Council on Linkages between Academia and Public Health Practice, the Core Competencies reflect foundational skills desirable for professionals engaging in the practice, education, and research of public health. Core Competencies tools can be referenced at the Public Health Foundation (PHF):

http://www.phf.org/resourcestools/pages/core_public_health_competencies.aspx

(Note: when password requested, click “cancel”, wait, and site will load)

The Core Competencies are organized into eight (8) domains reflecting skill areas within public health, and three tiers representing career stages for public health professionals.

Domains:

1. Analytical/Assessment Skills
2. Policy Development/Program Planning Skills
3. Communication Skills
4. Cultural Competency Skills
5. Community Dimensions of Practice Skills
6. Public Health Sciences
7. Financial Planning and Management Skills
8. Leadership and Systems Thinking Skills

Tiers:

Tier 1 – Front Line Staff / Entry Level: Tier 1 competencies apply to public health professionals who carry out the day-to-day tasks of public health organizations and are not in management positions. Responsibilities may include data collection and analysis, fieldwork, program planning, outreach, communications, customer service, and program support.

- *At CCCHD, staff assessed as Tier 1 includes all employees not specified as Tier 2 or 3 as noted below.*

Tier 2 – Program Management/Supervisory Level: Tier 2 competencies apply to public health professionals in program management or supervisory roles. Responsibilities may include developing, implementing, and evaluating programs, supervising staff; establishing and maintaining community partnerships; managing timelines and work plans; making policy recommendations; and providing technical expertise.

- *At CCCHD, staff assessed as Tier 2 includes members of the Administrative Team who are not Core Management Team members, Health Educators, Epidemiologist, Nurse 3, Sanitarian 3*

Tier 3 – Senior Management/Executive Level: Tier 3 competencies apply to public health professionals at a senior management level and leaders of public health organizations. Responsibilities include oversight of major programs or operations of the organization, setting a strategy and vision for the organization, creating a culture of quality within the organization, and working with the community to improve health.

- *At CCCHD, staff assessed as Tier 3 includes Core Management Team (Health Commissioner, Administrative Assistant to the Health Commissioner, four (4) Division Directors, and Accreditation/Emergency Response Coordinator.)*

Other competencies to be considered of Public Health workers include other organization-wide competencies, discipline-specific competencies, and program-specific competencies.



Job Description – Attachment A

Organization-wide Competencies other than the Core Competencies include:

X **Public Health Preparedness Capabilities, Centers for Disease Control and Prevention:** The capabilities represent a national public health standard for state and local preparedness that better prepares state and local health departments for responding to public health emergencies and incidents and supports the accomplishment of the 10 Essential Public Health Services.

http://www.cdc.gov/phpr/capabilities/DSLRCapabilities_July.pdf

X **The National Standards for Culturally and Linguistically Appropriate Services in Health and Health Care (the National CLAS Standards)** are intended to advance health equity, improve quality, and help eliminate health care disparities by providing a blueprint for individuals and health care organizations to implement culturally and linguistically appropriate services.

<https://www.thinkculturalhealth.hhs.gov/clas/standards>

Discipline-Specific Competencies include the following:

X Public Health Nursing, Quad Council Competencies for Public Health Nurses:

http://www.phf.org/resourcestools/Pages/Public_Health_Nursing_Competencies.aspx

(Note: when password requested, click "cancel", wait, and site will load)

Health Education, National Commission for Health Education Credentialing, Inc.:

http://www.nchec.org/assets/2251/hespa_competencies.pdf

Environmental Health, Environmental Health Competency Project Recommendations:

<http://www.cdc.gov/nceh/ehs/Corecomp/CoreCompetencies.htm#Part2>

Epidemiologists, Competencies for Applied Epidemiologists in Governmental Public Health Agencies (AECs):

<http://www.cdc.gov/appliedepicomp/competencies/index.html>

Registered Dietitian (RD) or Registered Dietitian Nutritionist (RDN), and the Dietetic Technician, Registered (DTR) or Nutrition and Dietetics Technician, Registered (NDTR), Essential Practice Competencies for CDR Credentialed Nutrition and Dietetics Practitioners <https://www.cdrnet.org/competencies>

International Board Certified Lactation Consultation (IBCLC)

<http://iblce.org/wp-content/uploads/2013/08/clinical-competencies.pdf>

Certified Lactation Counselor

<https://www.alpp.org/index.php/scope-of-practice/scope-practice-clc>

Maternal and Child Health

<https://www.nwcp.org/training/opportunities/maternal-child-health-leadership-training/competencies>

Informatics, Competencies for Public Health Informaticians:

<http://www.cdc.gov/informaticscompetencies/pdfs/phi-competencies.pdf> (page 16 of 20)

Administrative Support Professionals Competency Framework:

http://www.exec.gov.nl.ca/exec/hrs/learning_and_development/pdf/AdministrativeCompetencyFramework.pdf (pages 7-10)

Other:

Program-Specific Competencies are determined by CCCHD program management and are under constant revision, which will be clarified during orientation and probation period of the new employee.