



**Bureau of the Medical Director – Disease Control
Nursing Administration – Education and
Professional Development Unit**

Vacancy Announcement

PUBLIC HEALTH NURSE

241 N. Figueroa Street
Los Angeles, CA 90012

Nursing Administration assures that the DPH nursing workforce has the skills and competences to practice safely, effectively, and efficiently. The PHN will be involved in researching the latest trends and developments in public health nursing; developing new policies, standardized procedures, standing orders, and curriculums; and teaching and training staff utilizing nursing curriculum.

Minimum Requirements:

- A license to practice as a Registered Nurse and a Public Health Nurse Certificate issued by the California Board of Registered Nursing and a valid California Class C Driver License
- Must currently hold the payroll title of a Public Health Nurse or be on a reachable PHN list

Desirable Qualifications:

- Excellent written and verbal communication skills
- Ability to teach staff in a variety of settings (in-person and virtually)
- Knowledgeable about nursing scope of practice
- Ability to research and develop policies and procedures
- Ability to develop and conduct trainings on nursing curriculum
- Strong customer service skills
- Excellent interpersonal, organizational, and time-management skills
- Ability to work independently with minimal supervision
- Ability to conduct information technology trainings
- Proficient using Microsoft Office Suite (Word, Excel, PowerPoint, MS Teams)

Persons interested should submit the following by Friday, February 9, 2024 via email:

- Resume with cover letter describing interest and qualifications
- Copy of last two (2) Performance Evaluations

Attention:

Brigitte Frazier-King
Email: bfrazierking@ph.lacounty.gov
Phone: 213-288-7725

**This position will be filled as qualified candidates are interviewed
Only the most qualified applicants will be called for interview
This is not a bulletin for a Civil Service Examination**