



COUNTY OF LOS ANGELES – DEPARTMENT OF PUBLIC HEALTH
COMUNITY HEALTH SERVICES

SERVICE PLANNING AREA (SPA) 8 – SOUTH BAY

VACANCY ANNOUNCEMENT

PUBLIC HEALTH NURSING SUPERVISOR (PHNS)

POSITION INFORMATION:

Curtis Tucker Health Center is seeking for a Public Health Nursing Supervisor (PHNS) who will supervise the nursing activities that directly support the provision of Public Health Nurses (PHNs) case management services to promote the well-being of Los Angeles County residents within Service Planning Area 8.

EXAMPLE OF DUTIES:

- Supervises Public Health Nurses assigned to several districts
- Evaluates staff training needs and arranges training
- Prepares-work assignments, schedule(s) vacation, and other request(s)
- Recommends disciplinary action where required, handles grievances
- Prepares employee evaluations and performs other supervisory functions
- Addresses community or agency groups, providers, etc.
- Advocates for the health care needs of individual, families and communities
- Assists with development of health care plans
- Assists the NM in planning, staffing and other activities involved in the administration of program nursing services

DESIRABLE QUALIFICATIONS:

- At least 2-year District Public Health Nursing experience
- Master's-level Public Health training from an accredited institution preferred (MSN or MPH)
- Exceptional oral and written communication skills, with strong analytic and critical reasoning skills
- Excellent interpersonal and collaboration skills
- Strong organizational skills
- Proficiency in Microsoft Office and Software/Hardware

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 PHNS or on a reachable PHNS list

Interested individuals should submit a cover letter, resume, last two (2) Performance Evaluations and Time Records for the last two (2) years, **no later than Monday, February 19, 2018** via *E- mail to:*

Attention: Julia Wood, Nurse Manager
Los Angeles County Department of Public Health
Community Health Services
Curtis Tucker Health Center
123 West Manchester Boulevard
Inglewood, California 90301
Phone (310) 330-1501
Email: jwood@ph.lacounty.gov

This position will be filled as qualified candidates are interviewed
Only the most qualified applicants will be called for interview