



**COUNTY OF LOS ANGELES – DPH CLINIC SERVICES**  
**Service Planning Area (SPA) 2 -**  
**NORTH HOLLYWOOD HEALTH CENTER**  
**& GLENDALE HEALTH CENTER**



**Vacancy Announcement**  
**SUPERVISING CLINIC NURSE I**

**Minimum Requirements:**

Must currently hold the payroll title of Supervising Clinic Nurse (SCN) I or be on a reachable SCN I list.

**Examples of Duties:**

- The SCNI will have the responsibility for the operational management and coordination of SPA 2 health centers: North Hollywood and Glendale.
- Verifies all nursing tasks and ordered treatments have been performed by nursing staff and documented.
- Delegates, assigns, and supervises the assigned work to Registered Nurses, Licensed Vocational Nurses, which may include ancillary staff.
- Provides direction and leadership by developing and conducting trainings to orientate new employees to nursing policies and procedures of clinic.
- Performs duties and responsibilities as established by the Department protocol/policy and procedures.
- Assists the Nurse Manager in developing policies and procedures, workload analysis and development of staffing patterns.
- Evaluates factors such as safety, effectiveness, availability, cost and benefits, efficiencies and impact on practice when choosing practice options that would result in the same expected outcome.
- Promotes staff development and professional growth.

**Desirable Qualifications:**

- Supervisory /Charge Nurse experience
- Highly organized with an ability to perform multiple tasks and establish priorities
- Strong communication, written, problem-solving, organizational, and leadership skills
- Excellent interpersonal skills, self-motivated and flexible, and able to work independently
- Ability to work collaboratively with different disciplines
- Computer literate
- Patient and staff advocate

**Work Location:** North Hollywood Health Center, 5300 Tujunga Avenue, North Hollywood, CA 91601-3121

Interested applicants should send a current resume and copies of last two performance evaluations to:

**Angela Lozano**  
Email: [alozano@ph.lacounty.gov](mailto:alozano@ph.lacounty.gov)

**Only the most qualified candidates will be scheduled for an interview**  
**THIS IS NOT AN OFFICIAL EXAMINATION BULLETIN**