



**LOS ANGELES COUNTY DEPARTMENT OF PUBLIC HEALTH
Service Planning Area (SPA) 4–Metropolitan L.A**

VACANCY ANNOUNCEMENT

COMMUNITY LIAISON PUBLIC HEALTH NURSING SUPERVISOR

The Metropolitan Los Angeles SPA 4 currently has a vacancy for the position of Community Liaison Public Health Nursing Supervisor (CL-PHNS). The CL-PHNS promotes the well-being of the community and seeks to prevent disease, reduce the effects of preventable chronic diseases, premature death and improve the quality of life among residents of SPA 4 by supervising a Public Health Team, made up of Public Health Nurses (PHNs) and Health Promoters (HPs), to develop and implement activities that help achieve the SPA and Public Health improvement objectives.

The CL-PHNS will perform but is not limited to the following duties:

- Supervise PHNs and HPs assigned to several health centers
- Evaluate staff training needs and arrange trainings
- Prepare work assignments, schedule vacations, and other requests
- Recommend disciplinary action where required and handles grievances
- Prepares employee evaluations and performs other supervisory functions
- Promote and support the development of programs, policies, and services that are data driven for improved health status of community residents
- Evaluate the health status of community residents along with programs, policies, and services to determine if outcome is met and identify areas of improvement
- Participate with internal and external partners to identify expected outcomes in the health status of targeted populations

Minimum Requirements:

- Must have a valid RN license and PHN certificate
- Lateral transfer or reachable on PHNS certification list

Desirable Qualifications:

- Strong interpersonal skills, self-motivated and flexible
- Exceptional oral and written communication skills, with strong analytic and critical reasoning skills
- Strong desire to work with community leaders and groups
- Proficient in Microsoft Office applications (Word, PowerPoint, Excel)

Interested candidates should submit a cover letter, résumé, copies of last two performance evaluations, and variance attendance record for the last two years to:

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