

## **Macon County Public Health Employment Opportunity**

Position Number 51100023 Public Health Nurse II - School Nurse  
Macon County Public Health  
Salary: Grade 32, \$42,836.00  
Closing date: Until Filled

### **Responsibilities**

This position is responsible for partnering with the other school nurses to assure that school health nursing services are delivered in assigned schools. Duties will include scheduling health screenings, reviewing health and immunization records, developing health care plans for children with chronic illnesses, provide case management for students with chronic illness, conducting home visits as needed, monitoring schools for epidemiological issues, providing resources for parents in the community for assistance, provide emergency care as required, and serve as a resource for education for teachers.

Hours of work are generally 8:00a.m. – 4:30 p.m. Monday through Friday with occasional evening & weekend hours. School holidays are generally observed as long as employee has accumulated leave time.

### **Knowledge, Skills and Abilities**

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- Considerable knowledge of, and skill in, the application of nursing theory, practice, principles, and techniques employed in the field of public health and related programs;
- Considerable knowledge of and ability to apply the principles and practices of public health;
- Knowledge of available resources and organizations and the ability to coordinate these as needed;
- General knowledge of current social and economic problems relating to public health, including health disparities;
- Ability to plan, coordinate, and oversee the work of others;
- Ability to deal tactfully with others and to exercise good judgment in appraising situations and making decisions;
- Ability to work in partnership with patients and with other service providers to elicit needed information and to maintain effective working relationships;
- Ability to record accurately services rendered and to interpret and explain records, reports, and medical instructions;
- Adequate computer skills to allow communication, patient record documentation, and accessing of information.
- Knowledge of growth and development of school age children; knowledge of common pediatric illness

### **Minimum Training and Experience Requirements**

- Graduation from an accredited school of professional nursing and one year of professional nursing experience.
- A current license to practice as a Registered Nurse in North Carolina by the NC Board of Nursing.
- Certification in School Health Nursing or ability to obtain certification within three years of employment.
- Individuals employed in a local Health Department without a B.S. Degree which includes a Public Health Nursing rotation or a Master's in Public Health, will be required to complete the "Introduction to Principles and Practices of Public Health Nursing" course within one year of employment as a condition of continued employment in accordance with Health Services Commission Rule

### **How to apply:**

- Applicants must register online or in person with NC Works.
- Submit a **State application (PD-107) and, if needed PD 107 continuation job sheet.**

- Applicants must include 3 references with their contact information and the applicants valid email address for all correspondence from the employer to the applicant.
- Resumes will not be considered but may be attached to PD-107.
- No applications are accepted at Macon County Human Resources or Macon County Public Health.
- A criminal background check will be completed before hiring.

**\*\*Registration and PD-107 are required and may be obtained from and submitted to NC Works on or before the closing date.**

Division of Workforce Solutions - NC Works  
Court House Annex  
5 West Main Street  
FRANKLIN, NC 28734

**AN EQUAL OPPORTUNITY EMPLOYER/ADA EMPLOYER**