

South Shore Public Health Collaborative

Position: Regional Public Health Nurse

Department: Health Department

Salary: \$60,000 – 67,000 (Full-Time)/ \$32.90 – 36.80 per hour (Part-Time)

Hours: 20-35 hours/week

Posted: DATE

BACKGROUND:

The South Shore Public Health Collaborative seeks candidates to hire a Registered Public Health Nurse to work with towns of Cohasset, Hingham and Scituate. The South Shore Public Health Collaborative is a new and exciting shared health initiative among the towns and this position will be part of a collaborative response to manage and perform public health nursing services necessary to support the health initiatives of the communities. This role is subject to grant funding.

The position will be responsible for administering and implementing public health nursing functions including but not limited to administering immunizations (i.e., flu and COVID-19 vaccines), conducting communicable disease investigations, assessing needs, planning and implementing interventions to support health of residents, participating in public health clinics and educational programs, participating in and directing population health focused emergency preparedness for the three participating municipal health departments.

ESSENTIAL FUNCTIONS

The essential functions or duties listed below are intended only as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Assist in planning, coordination and administration of clinics such as immunization clinics or any other identified clinics;
- Assist prevention and control of infectious diseases (e.g., COVID-19, influenza) in accordance with state regulations through surveillance, case management, and contact tracing (e.g., via MAVEN);
- Plan, develop, and implement health communication messaging and outreach material to reach the residents and businesses within South Shore municipalities;
- Collaborate with other municipal departments in the three towns such as the School Department, Council on Aging, and Public Safety on health issues such as youth mental and physical health, health aging and older adult, and substance use disorders;
- Collaborate with health care providers, community partners, and community health organizations on health promotion and community health education programs;
- Provide supplemental staffing in the health clinics of the Cohasset, Hingham, and Scituate Public Schools, as needed;
- Assist with home visits as requested and needed;
- identifies vulnerable populations and plans and implements relevant interventions;
- Support emergency planning efforts that may include representing South Shore local and regional initiatives such as Human and Medical Coordinating Council (HMCC) Public Health Emergency Preparedness programs;
- Participate in employee, local and regional committees as necessary;
- Assume responsibility for own education and staying up to date with current developments in public health nursing; attend seminars and workshops related to public health nursing;

- Performs miscellaneous office duties as they relate to record keeping, correspondence, electronic communication, filing, copying, scanning, and answering phones.
- Performs other related job duties as required.

SUPERVISION RECEIVED

This shared Public Health Nurse will receive supervision from the Health Department Directors and existing Public Health Nurses. This position will not be supervising any positions.

CONFIDENTIALITY

The employee has regular access at the departmental level to a variety of sensitive and confidential information. The Public Health Nurse will be expected to maintain HIPAA laws and regulations.

REQUIRED QUALIFICATIONS:

- State-licensed Registered Nurse
- Bachelors of Science in Nursing Degree (BSN)
- At least 2 years of population health experience (e.g., VNA, Community Health Worker)
- Valid driver's licensed

REQUIRED CREDENTIALING AFTER HIRE:

- MAVEN training within 6 months of hire
- Foundations for Local Public Health Practice course within 1 year of hire

PREFERRED EXPERIENCE, SKILLS, AND KNOWLEDGE

- Experience as a Public Health Nurse
- Experience with MAVEN
- Knowledge of Local Public Health functions (I.E., housing inspections, restaurant inspections, etc.)
- Strong communication (written and verbal) and presentation skills;
- Experience with health communication
- Experience with using Microsoft Office suite products
- Knowledge of community resources available to residents
- Strong communication with Health Directors and Public Health Nurses in said municipality for decision making

WORK ENVIRONMENT

The work is performed in an office environment, clinics, indoor and outdoor community settings.

This position will be based out of Town of Cohasset and will require travel between the towns of Hingham and Scituate.

It is expected this position will work in a remote/hybrid work environment when presence is not required at a health department or community setting for public health services/efforts.

PHYSICAL, MOTOR, AND VISUAL SKILLS

Physical Skills

The work involves physical skills typical of an office environment, including sitting, standing,

walking and stooping. May be required to lift objects such as files, boxes of papers, office supplies, and office equipment weighing up to 30 pounds.

Interested candidates shall email their resume and cover letter to kroy@cohassetma.org.

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