



## TOWN OF BURLINGTON

### *Human Resources Department*

*Joanne M. Faust, SPHR, Human Resources Director*

*Cheralyn Rosati, Human Resources Coordinator*

### **Notice of Job Vacancy – Board of Health Supervising Public Health Nurse**

Nurses directly influence the health and well-being of people every day. In this exciting role, the Supervising Public Health Nurse works directly with the community to promote and protect the health of our citizens. Conveniently located 14 miles northwest of Boston and easily accessible from Route 95/128 and Route 3, Burlington is home to Lahey Hospital and numerous medical and biotech facilities. The Supervising Nurse will have these resources along with the backing of a strong Board of Health to positively impact Burlington's 26,377 residents across 10,625 households.

Reporting to the Director of Public Health, the Supervising Nurse is responsible for the oversight of the Board of Health's public health nursing functions, including, but are limited to:

- Creating, promoting, implementing, and evaluating of public health clinics and educational programs;
- Conducting home health visits;
- Participating in emergency preparedness initiatives as required by the Massachusetts Dept. of Public Health;
- Maintaining an inventory of medical supplies;
- Administering immunizations;
- Conducting communicable disease investigations;
- Providing case management and direct observational therapy (DOT) for active TB cases;
- Other duties which relate to public health nursing.

Minimum qualifications include a Bachelor's Degree in Nursing or ability to obtain, current licensure by the Commonwealth of Massachusetts as a Registered Nurse, current certification in CPR, a valid driver's license, and a minimum of three years of relevant experience. Must be willing and able to obtain Levels 100, 200, and 700 National Incident Management System certificates. Experience in program planning, community nursing, and health education, along with knowledge of public health laws is desirable.

This position is included within the Burlington Municipal Employees Association bargaining unit. Salary for this position is competitive dependent upon qualification, and will include comprehensive and generous benefits. This is a full-time position, 35-hours per week, within Grade 11, of the BMEA contract. Attendance at evening Board of Health meetings is required.

Apply at <https://burlington.catsone.com/careers> (preferred). Alternatively, applications may be obtained at Town Hall or at [www.burlington.org](http://www.burlington.org) and directed to:

Joanne Faust, Human Resources Director  
Town of Burlington  
29 Center Street  
Burlington, MA 01803

Position will remain open until filled.

**PLEASE NOTE:** MA General Laws mandate that any individual having direct contact at any time with either children or senior citizens be subject to CORI screening by the Criminal History Systems Board. Any conditional offer of employment is contingent upon acceptable CORI results.



29 CENTER STREET • BURLINGTON, MASSACHUSETTS 01803 • TEL (781) 505-1160 • FAX (781) 238-4696  
[www.burlington.org](http://www.burlington.org) • [hr@burlington.org](mailto:hr@burlington.org)

***The Town of Burlington is an Equal Opportunity Employer***