

PUBLIC HEALTH NURSE

The Town of Westwood seeks a qualified Public Health Nurse to provide professional nursing services in both office and community-based settings in Westwood. The Public Health Nurse will be at the forefront in safeguarding community health through health promotion, illness prevention and investigation, and health maintenance and education. This position reports to the Health Director.

Qualifications and Experience: Graduate of an accredited Registered Nursing program and 4 years of experience in community public health; or any equivalent combination of education and experience. Current Massachusetts RN license and valid Class D driver's license required. Certification as a First Aid/CPR/AED Instructor. Knowledge of the principles, practices and techniques of modern public health nursing, as well as applicable state and local public health laws and regulations. Ability to work independently and productively with minimal supervision.

What we offer:

- A competitive annual salary range of \$73,950 - \$94,401 DOQ.
- Opportunities for professional development.
- A collaborative, supportive team culture.
- A robust benefit package, remote work opportunities, and generous time off allowances.

Responsibilities and duties include, but are not limited to the following:

- Designs, organizes and implements public health programs, clinics and initiatives. Performs nurse diagnostics and screenings to identify and assist at-risk individuals. Provides home visits and makes referrals to support groups or appropriate agencies.
- Utilizes MA Virtual Epidemiologic Network (MAVEN) to receive reports of infectious or communicable diseases; participates in MAVEN training and completes required documentation.
- Investigates and reports diseases to MADPH, examines lab results, case histories, and other data and enforces isolation and quarantine rules. Serves as a liaison with the MA Board of Registration in Medicine to guarantee that all medical supervisory documents/standing orders are complete.
- Provides consultation and support regarding disease prevention and control to hospitals, childcare centers, schools, nursing homes, and other groups.
- Maintains a vaccine depot for influenza vaccine and other vaccines; conducts annual influenza clinics. Oversees and implements Tuberculosis Control Program. Enters all vaccination data into the Massachusetts Influenza Information System (MIIS).
- Works in coordination with Health Director on housing inspections, as well as inspection and licensing of summer camps; collaborates on public health grants.
- Maintains the Town's Sharps Collection Program. Conducts quarterly and annual CPR trainings.
- Prepares and maintains reports and related records on a variety of nursing activities.
- Attends professional educational programs and participates in professional organizations.
- Participates in emergency preparedness activities; attends regional meetings and trainings; recruits and trains Medical Reserve Corps. volunteers; maintains medical supplies and equipment.
- Exercises discretion and confidentiality of information; adheres to all applicable patient privacy laws.
- Regular attendance at Board of Health meetings is required. Occasional work at night and on weekends.

To Apply: Visit <https://www.westwoodma.gov> and click on "Jobs". Please include resume and cover letter. Applications accepted through September 19, 2025.