

Greene County Public Health Department

Job Announcement: SUPERVISING PUBLIC HEALTH NURSE

Hourly: \$50.01

***This is a full-time, provisional appointment.
Permanent appointment is contingent upon Civil Service examination.***

This is a supervisory position responsible for managing the work and staff in the Public Health branch of the Diagnostic and Treatment Center which includes: communicable disease, immunizations, and lead poisoning and prevention for Greene County Public Health. This position supervises public health professional and/or auxiliary staff to ensure safe, effective, and efficient comprehensive nursing care is provided in homes, clinics, schools, and other community facilities. The work is performed under the general direction of the Director of Public Health or the Deputy Director of Public Health with wide leeway permitted for the exercise of independent judgment in the performance of job duties and tasks. Does related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Thorough knowledge of current nursing practices and supervision; Thorough knowledge of the epidemiological approach to the prevention and control of communicable disease; Thorough knowledge of communicable disease management, case coordination management of lead, and clinic operations; Good knowledge of the administrative organization of community facilities; Skill in the application of clinical expertise and public health knowledge; Ability to identify health patterns, interpret community data, and align programs with population needs; Ability to plan and supervise the work of others, including assigning work, evaluating performance, coaching, mentoring, and resolving conflicts; Ability to work effectively with employees, department heads, and staff of external agencies; Ability to demonstrate clear, concise, and consistent communication with staff, ensuring expectations are understood, workflows are smooth, and patient care remains the top priority; Good judgment, tact, and courtesy.

MINIMUM QUALIFICATIONS: Possession of a Bachelor's degree in Nursing **and** two (2) years' experience in public health, one year of which must include supervisory experience **AND** licensure and current registration as a Registered Professional Nurse.

NOTE: Your degree must have been awarded by a college or university accredited by a regional, national or specialized agency recognized as an accrediting agency by the U.S. Department of Education/US Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

Submission of a Greene County employment application is required that shows you meet the minimum qualifications for the examination for this position. You are responsible for an accurate and clear description of your experience. **You may include a resume, but do not substitute a resume.**

Applications can be obtained at:

<https://greenecountyny.gov/wp-content/uploads/2025/09/GC-HR-EMPLOYMENT-APPLICATION-WITH-CONSENT-RELEASE-FORM-2025.pdf>

Qualified candidates should submit their application to the Greene County Human Resources Department, 411 Main Street. Catskill, NY 12414 or hr@greenecountyny.gov.

NOTES: Applicants or those eligible for original appointment to the classified service in Greene County Government that receive a conditional offer of employment must successfully pass a drug screen and background check.