

GREENE COUNTY HUMAN RESOURCES DEPARTMENT
411 MAIN STREET, CATSKILL, NEW YORK 12414
(518) 719-3775 • (518) 719-3772 (FAX) • hr@greencountyny.gov

NOTICE OF VACANCY

DEPARTMENT: PUBLIC HEALTH DEPARTMENT
JOB TITLE: PUBLIC HEALTH NURSE
HOURLY RATE: \$38.33 - \$43.71 (Grade 2, Base Step – Step 5)
POSTING DATE: AUGUST 31, 2026
DEADLINE: SEPTEMBER 4, 2026

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

Under supervision of a Supervising Public Health Nurse, performs public health nursing activities involving responsibility for assessing nursing needs and implementing the plan of care for individuals and families. May serve as a team leader in the provision of nursing services. May supervise professional or auxiliary nursing staff.

EXAMPLES OF WORK: (Illustrative only)

- Gives skilled nursing care and prescribed treatments to patients in their homes and clinics and demonstrates nursing care to patients and families;
- Serves as a team leader in the provision of nursing services;
- Coordinates plans for service with nutritionists, social workers, physical therapists, physicians, and other professional workers concerned with individual and family health care;
- Counsels and guides individuals and families towards self-help in recognition and solution of physical, emotional, and environmental health problems;
- Provides nursing services in clinics and schools;
- Teaches classes, addresses groups, and participates in community planning related to nursing and health;
- Participates in the conduct of surveys and studies related to health matters;
- Compiles and uses records, reports, and statistical information for evaluation and planning of the assigned programs.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Thorough knowledge of current public health nursing practice; Working knowledge of the administrative organization of community facilities; Skill in the application of current nursing procedures and techniques of patient care; Ability to plan and coordinate nursing care for individuals, families, and groups and supervise nursing personnel assigned to assist with this care; Ability to communicate effectively; Ability to establish and maintain cooperative working relationships; Ability to accept and utilize guidance; Ability to perform duties in accordance with ANA Code for Professional Nurses; Acceptable physical and mental health to carry out the responsibilities of the position.

MINIMUM QUALIFICATIONS:

- A. Bachelor's degree in nursing from an approved school acceptable to the New York State Department of Health preparing graduates for beginning positions under supervision; **or**
- B. Bachelor's degree in nursing from a non-approved school supplemented by content, which equates to the program of an approved school.

SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS: Eligibility for a New York State Registered Professional Nurse's license. Possession of the license at the time of permanent appointment and possession of a valid NYS driver's license at the time of appointment.

NOTE: A Public Health Nurse may not be appointed until satisfactory evidence of possession of the above requirements has been presented to and approved by the State Department of Health.

Agreed to by the New York State Department of Health and the Municipal Service Division, August 24, 1971