



KENDALL COUNTY
HEALTH DEPARTMENT
EMPLOYMENT OPPORTUNITY
PUBLIC HEALTH NURSE
FULL-TIME EXEMPT

Position requires one evening per week – Tuesday, 12:00 p.m. – 8:00 p.m. KCHD is a smoke free campus & offers a pension, vacation, and paid holidays. Equal Opportunity Employer

EDUCATION/EXPERIENCE/LICENSURE:

- ▶ Requires Bachelor's degree in nursing/science and public health experience preferred.
- ▶ Requires an Illinois license as a Registered Nurse by examination or an Illinois license by endorsement within six months of the initial date of employment.

SKILLS, KNOWLEDGE & ABILITIES (INCLUDING BUT NOT LIMITED TO):

- ▶ Bilingual in Spanish a plus.
- ▶ Requires the ability to conduct community health programming for both population based and person based services, including, including, but are not limited to WIC, Family Case Management, immunizations, communicable disease, Healthworks, emergency preparedness.
- ▶ Requires the ability to display a positive, cooperative, professional, and team orientated attitude and the ability to establish and maintain working relationships with supervisor, co-workers, county, state and other officials and the general public.
- ▶ Requires proficiency to work in a Windows environment (i.e. social media, Microsoft Office, Outlook, Excel, etc.) and the ability to learn and work with a variety of software programs, including but not limited to new computer-based, data management programs, as they emerge and become available.
- ▶ Requires the ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form and the ability to deal with problems involving several concrete variables.
- ▶ Requires the ability to communicate by phone as well as in person including excellent diction, a helpful and culturally competent approach.
- ▶ Requires ability to apply basic principles and practices underlying professional nursing techniques and public health nursing and the ability to carry out detailed nursing instructions of a technical nature related to patient care.
- ▶ Ability to pass background check(s)

ESSENTIAL DUTIES (INCLUDING BUT NOT LIMITED TO):

- ▶ Provides direct nursing services in all community health programs, which include, but are not limited to WIC, Family Case Management, psychiatric nursing, immunizations, communicable disease, Healthworks, emergency preparedness and other programs and projects as directed.
- ▶ Performs work requiring advanced knowledge, which is predominately intellectual in character, in areas of physical science including, but not limited to microbiology, physiology, and epidemiology.
- ▶ Maintains clinical charts; reports on the condition of patients; observes and corrects, if possible, environmental factors dealing with the comfort and safety of patients.
- ▶ Demonstrates excellent attendance to all shifts and meetings, as assigned.
- ▶ The candidate must reflect experience/interest in the culturally diverse population that the health department serves.

PHYSICAL DEMANDS: While performing the duties of this job, candidate must be able to do the following: Sit at a desk or in a vehicle for extended periods of time; occasionally stand, bend and reach above the employee's head; occasionally lift and/or move up to fifty (50) pounds, including bulky and/or heavy inspection equipment; use hands to finger, handle, or feel; reach, push, and pull with hands and arms; stoop, kneel, or crouch; travel independently to and from meeting locations, conferences, etc., in Kendall County and throughout the State, as needed to perform assigned job duties; specific vision abilities required for this job include close vision, depth perception, and distance vision; occasional walk to other offices, county buildings, and navigate in private homes including stairs, narrow doorways, etc.

SEND RESUME & COVER LETTER TO: Kendall County Health Department
Attn: Becki Rudolph, Executive Assistant
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Yorkville, IL 60560
Fax 630/553-9506
E-mail brudolph@co.kendall.il.us