

PUBLIC HEALTH NURSING DIRECTOR

DEFINITION

Under general direction to plan, organize and supervise the staff and activities of the public health nursing program; to coordinate public health nursing services with the needs of the community; and perform related work as required.

EXAMPLES OF DUTIES

Responsible for the administration, direction and operation of the public health nursing program; initiates and plans improvements in these programs; conducts special surveys and studies of public health needs; participates in the preparation of the annual budget; prepares various administrative reports, grant applications and grant reports; establishes criteria for selection, orientation, continuing education and supervision of nursing staff; monitors the quality, effectiveness and productivity of the overall nursing programming; administers a county-wide communicable disease control and prevention program; attends meetings and conferences to formulate, interpret and implement policies; works closely with the State Department of Health and Social Services, local units of government, Dane County and state medical societies, professional nursing organizations, local hospitals and health maintenance organizations; provides information to the County Board of Health and its subcommittees.

EMPLOYMENT STANDARDS

Education and Experience: Any combination of training and experience equivalent to a bachelor's degree in nursing from a National League of Nursing accredited school of nursing, a master's degree in public health or administrative medicine or nursing and five years public health nursing experience including two years in a supervisory capacity.

Knowledge, Skills and Abilities: Knowledge of public health nursing principles, methods and procedures; knowledge of nursing administration; knowledge of and ability to apply educational and training techniques; knowledge of prevention and control of communicable disease; effective oral and written communication skills, ability to plan, organize and direct a variety of nursing activities; ability to establish and maintain effective relations with the public and department staff.

Special Requirements: State of Wisconsin professional nurse registration prior to employment.