

Date Posted: 04/09/09

**Texas Head Start Association
JOB OPPORTUNITY POSTING**

Job Title: 0247-PUBLIC HEALTH NURSING SUPV. (B)

Employer/ Agency: City of San Antonio/Community Initiatives Department

Job Description:

Job Summary

Under general direction, is responsible for public health nursing services and supervisory work in a division of the San Antonio Metro Health District. Renders assistance to the Nursing Division Manager or Physician in analyzing, planning, developing, and coordinating public health nursing services in a local area. Exercises direct supervision over assigned professional nursing staff and paraprofessional clinic staff.

Essential Job Functions

- Performs public health nursing work functioning as a team leader or nurse specialist. Evaluating patient needs and making care plans to meet those needs or evaluating care plans that were implemented. Team leaders may be required to supervise and evaluate the performance of Public Health Nurse I's, Licensed Vocational Nurses, Community Service Aides, Nurse Aides, and others as required;
- Acts as resource person for the staff regarding department policy and patient care;
- Nurse Specialist will be required to perform specialized nursing activities in a clinical setting;
- Trains new personnel in clinical services, patient evaluation, formulating care plans, physical assessment, recording, and proper documentation;
- Works with health care professionals from other agencies in coordinating care for clinic patients;
- Shares responsibility in community planning and organizing health services, including identification and interpretation of specific health care needs;
- Develops or evaluates comprehensive care plans based on the findings of the systematic assessment involving the patient, family, physician, nurse specialist, and associates on the health care team;
- Assists staff nurses in research of abnormal clinical findings and current modes of treatment and therapy;
- Performs related duties and fulfills responsibilities as required.

Qualifications:

Job/Driving Requirements

- Graduation from an accredited school of nursing;
- Three years of full-time successful experience as a practicing Registered Nurse, at least one year of which shall have been experienced in a recognized public health agency;
- License to practice as a Registered Nurse in the state of Texas;
- This position requires a valid Class "C" Texas Driver's License or obtain a valid Class "C" Texas Driver's License within thirty (30) days after becoming a resident of the State of Texas;
- Use of your own personal vehicle may at times be required and proof of liability insurance will be required;
- Substitution Ratio: No Substitution for education allowed;
- ANY APPLICANT SELECTED FOR EMPLOYMENT WITH THE CITY OF SAN ANTONIO MUST RECEIVE SATISFACTORY RESULTS FROM PRE-EMPLOYMENT DRUG TESTING, REFERENCES, BACKGROUND CHECKS AND CREDENTIAL VERIFICATION. ADDITIONALLY, EMPLOYEES IN SENSITIVE OR HIGH RISK POSITIONS ARE SUBJECT TO INTERVAL CRIMINAL BACKGROUND CHECKS AND IN ACCORDANCE WITH TITLE 49 CODE OF FEDERAL REGULATIONS, EMPLOYEES IN CDL POSITIONS ARE SUBJECT TO RANDOM DRUG TESTING.

Preferred Qualifications

- Previous experience with or knowledge of Head Start Programs;
- Knowledge of Federal and State rules and regulations pertaining to grant funded programs, specifically Head Start Programs;
- Knowledge of Medical, Dental, Nutrition, Disabilities, and Mental Health requirements and regulations for Head Start and Public Pre-K programs.

Physical Requirements

- Light

Work Location

- 115 Plaza de Armas

Hours:

- 7:45 a.m. - 4:30 p.m., Monday - Friday;
- This position is a "grant funded" position and has no disciplinary appeal rights to the Municipal Civil Service Commission. This position is likewise subject to at-will employment status, and can be terminated at any time for any reason;
- At the Dept.'s Discretion, the Work Location and Work Days/Hours May Be Subject to Change;
- This position can be closed at any time.

Salary: \$46,579.81 - \$69,869.72 / Annually

Telephone: Contact Betty Stanton (207-8108), for further information.

Fax: None

E-mail Address: None

Application Method Preferred: http://www.sanantonio.gov/hr/jobs/main_jobs.asp

Opening Date: 04/02/09 – 07/02/09
. This position can be closed at any time.

*If your response to this job posting results in successful employment, please email THSA at webmaster@txhsa.org with the hiring details of your new job opportunity.
Thank you*