

**GENESEE COUNTY**  
**Human Resources**  
15 Main Street, County Building I  
Batavia, NY 14020  
585-344-2550 Ext. 2221

## **JOB OPENING NOTICE**

Posting Date: November 7, 2025

JOB TITLE:           Public Health Nurse  
LOCATION:             Genesee County Health Department  
RATE OF PAY:       \$32.87 per hour

**Full-time position with benefits.**

**Provisional appointment pending Civil Service examination.**

APPLY DIRECTLY TO:    **Paul Pettit, Director of Public Health**  
                                  **Genesee County Health Department**  
                                  **3837 W. Main St. Rd.**  
                                  **Batavia, NY 14020**  
                                  **585-344-2580**

All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

## **PUBLIC HEALTH NURSE**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves performing public health nursing activities with individuals and families in accordance with the planned program of the agency. Under supervision by the Director of Community Health Services, performs public health nursing activities, including planning, providing, directing and evaluating for the health needs and developing the plan of care for individuals and families. The incumbent is also responsible for periodic re-evaluation of individual and family nursing needs. May be assigned to coordinate a specific health or preventative program offer by the Health Department. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Provides assessment of health care needs of individuals and families;  
Develops plans of care and intervention relative to assessed needs and care plans;  
Accountable for the re-evaluation of the health care needs of individuals and families and assessment of the effectiveness of plans of care;  
Provides nursing services in clinics and schools and participates in community planning related to nursing and health;  
Leads a team of peers in providing nursing care and evaluates the effectiveness of the teams activities;  
Provides written reports for related grant work plan activities;  
Performs quarantine and isolation duties and any other infectious disease related activities;  
Coordinates health or preventative program offered by the Health Department;  
Counsels and guides individuals and families towards self-help in recognition and solution of physical, emotional, and environmental health problems;  
Teaches classes and addresses groups related to nursing and health;  
Participates in the conduct of surveys and studies related to health matters.  
Complies and uses records, reports and statistical information for evaluations and planning of the assigned programs;  
May serve or serve as a member of the on-call team;  
Does related work as needed.

The above examples of duties are intended only as illustrations of the various types of work performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND/OR PERSONAL CHARACTERISTICS:** 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 to supervise nursing personnel assigned to assist with their care;

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## **PUBLIC HEALTH NURSE**

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ability to function independently, without close and continuous supervision; ability to communicate effectively;

ability to establish and maintain cooperative working relationships with others; ability to carry out duties in conformance with ANA Code for Professional Nurses; ability to recognize and respect legal aspects of nursing service and care; tact and courtesy; integrity; good judgment.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit, use hands to finger, handle or feel objects, tools, or controls; and reach with hands and arms. The employee is required to walk, talk and hear.

The employee must occasionally lift and/or move up to 75 pounds and position patients as needed. Specific vision abilities required by this job include close vision and the ability to adjust focus.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually quiet.

### **MINIMUM QUALIFICATIONS:**

- A. Possession of a Bachelor's Degree in Nursing.

### **SPECIAL REQUIREMENT FOR APPOINTMENT AND CONTINUED EMPLOYMENT:**

Eligible for a New York State Registered Professional Nurse's license at the time of application. Possession of the license at the time of appointment

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**Note:** Your degree must have been awarded by a college or university accredited by the regional, national, or specialized agency recognized as an accredited agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside of 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.

All qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.

Competitive Class