

COOS COUNTY JOB ANNOUNCEMENT

Public Health Nurse Home Visiting

Coos Health & Wellness Behavioral Health

\$6130 - \$7749 per month

We are seeking two (2) self-motivated nurses dedicated to providing high quality home visiting services to pregnant and postpartum individuals, infants, children, and youth with special health needs and their caregivers living in Coos County, Oregon. As we grow our outreach and deepen our support for Spanish-speaking families, we are looking for a bilingual nurse who is fluent in English and Spanish—speaking, reading, and writing—to join our team.

DEPARTMENT: COOS HEALTH & WELLNESS

GENERAL STATEMENT OF DUTIES: Please refer to the attached position description.

APPLICATION PROCEDURE: Coos County Application **REQUIRED**.

Apply to: Coos County Human Resources Department, Courthouse

By mail: 225 N. Adams St.
Coquille, OR 97423

By fax: (541) 396-1012

By email: humanresources@co.coos.or.us

CLOSING DATE: Open Until Filled

****Equal Opportunity Employer****

Posted: Coquille Courthouse
CHW Building
Indeed.com

Email All Coos County Employees
County Website

NOTE: Under provision of the Immigration Reform and Control Act of 1986,
Coos County requires that any person hired or rehired to provide evidence of identity and eligibility for employment.

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Coos County Human Resources Department, Courthouse, 225 N. Adams, Coquille, OR 97423. BOC Approval Date:
10/1/2024

DESCRIPTION OF POSITION

1.	Classification Title: Public Health Nurse
2.	Working Title: Public Health / Home Visiting Nurse
3.	Department: Coos Health & Wellness Public Health Division
4.	Pay Grade: 600 Position Is: Full Time ☒ Part Time ☐ Extra Help ☐ Seasonal ☐ Other _____ Excluded from Bargaining Unit? Yes ☐ No ☒ ONA Eligible for Overtime? Yes ☒ No ☐
5.	What is the purpose of this position? The nurse home visitor provides personal nurse visits to: 1) pregnant people; 2) children from birth up to age 5 years, 3) children & youth ages birth up to age 21 years who have special health needs; and 4) caregivers of children enrolled in the Babies First! or CaCoon nurse home visiting programs. In this role, the nurse: 1) completes comprehensive nursing assessments and periodic reassessments; 2) provides prenatal, postpartum, pediatric and parenting education and support to families; 3) conducts caregiver and child growth and development screens and assessments; 4) serves as a case manager to develop, implement and monitor care plans, 5) refers/links clients to needed resources, and 6) documents encounters in the client chart, EMR and data collection systems that include: nursing assessments, diagnosis, planning, implementation and evaluation of care.
6.	Essential functions of position. 65%: Provides in-home and community visits, case management and care coordination, screens and assessments, referrals and linkages to needed resources, parenting education, and related follow up activities to children/families enrolled in the Babies First! and CaCoon programs in accordance to department productivity standards. Includes case conferencing, related travel, charting, data entry, and billing for eligible services. 10%: Provides on-going oversight of Public Health Associates (PHAs) with whom the nurse has assigned components of the plan of care, including case conferencing and guidance. Assures plan of care is being followed, remains appropriate, etc. Monitors and assists PHAs to follow case plans and family goal plans that relate to identified strengths and needs of families. 5%: Coordinates, prepares for, and facilitates parent-child interaction groups. 5%: Participates in individual, team, and general staff meetings. 5%: Attends and successfully completes required trainings 5%: Provides program outreach and marketing; participates in community meetings; makes presentations to community agencies/groups. 5% Other duties as assigned.
7.	Supervision This position is supervised by Home Visiting Program Manager. This position does not supervise personnel.
8.	List other duties assigned to this position. • Works in other programs, as assigned. • Attends various in-house meetings and serves on committees as assigned. • Embraces the performance management system, continuous quality improvement, and workforce development efforts. • Participates in Emergency Preparedness trainings and activities as assigned. • Participates in maintenance of parenting resources. • Other duties as assigned.
9.	Working conditions of position.

DESCRIPTION OF POSITION

Usual schedule is Monday through Friday, 8:00 a.m. to 5:00 p.m., with the ability to flex schedule with prior approval. A 4 x 10 schedule may be possible. Occasional evening and weekend meetings or home visits as directed and approved. Periodic travel to educational seminars/conferences and trainings, some overnight, may occur. Requires some lifting, bending, standing or sitting for lengths of time and transporting of equipment including lifting up to 20 pounds, as well as work at a computer.

10. List required special skills, licenses, certificates, etc.

To successfully perform this job, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must have a valid Oregon Driver's License with a good driving record.
- Must have a current unencumbered Oregon RN license.
- Must successfully pass a criminal background check.
- **Must speak, read, write fluently in English and Spanish**

Education and/or experience:

Prefer candidates who:

- Possess a Bachelor's degree and experience in nursing (will consider Associates), human services, health occupations, or health education fields; a minimum of two years of experience in the field of Public Health, Mental Health, or alcohol/drug treatment settings; or any combination of experience/training demonstrating the ability to perform case management.
- Have at least two years' experience working with pregnant people families with young children and/or children with special health needs.
- Have experience/knowledge related to home visiting, early childhood development, psychology, sociology, infant/child mental health, or teaching fields. Knowledge of principles and methods relevant to home visiting a plus.
- Are familiar with local resources and have experience working with local service providers and systems.

Skills:

Must be able to work independently and in teams; communicate effectively; be self-motivated; be organized; and demonstrate good time management and problem-solving skills.

Must be "computer literate" at a level sufficient to efficiently maintain case notes, enter data, bill for services, generate and write reports, and communicate via e-mail.

Must be able to maintain professional, positive interaction with consumers and other constituents on the phone and in person, within appropriate boundaries. Must have ability to use tact and judgement in dealing with staff, the public, and with executives and officials from other entities. Must have the ability to effectively train other employees.

Regular and consistent attendance is required.

Must be able to accept supervision and adhere to County and Department policies. Must comply with professional ethics, rules of conduct and confidentiality privacy laws. Must be able to establish and maintain effective and harmonious working relationships with other employees, county staff, and outside entities. Must maintain a positive attitude and represent the Department and the County in a positive manner in the community.

11. Is operation of motor vehicle required? Yes ☒ No ☐

12. List equipment, tools, machines used in performance of duties.

Desktop/laptop computer; photocopy machine; fax machine; smart phone; portable scale; blood pressure cuff; optoacoustic emissions unit