

SENIOR SUPERVISING PUBLIC HEALTH NURSE

DISTINGUISHING FEATURES OF THE CLASS: This position involves the supervision of Public Health Services staff to assure safe, effective, and efficient comprehensive nursing care in homes, clinics, schools, and other community facilities. The Senior Supervising Public Health Nurse provides supervision to assigned programmatic staff, nursing and auxiliary staff, nurse supervisors and other professional staff. Work is performed under general supervision with leeway for exercising independent judgement in performing most job tasks.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Provides leadership direction and guidance to Supervising Public Health Nurses and other staff

As directed;

Assists in planning, implementing, coordinating and evaluating various programs as assigned within the agency;

Supervises nursing practice to ensure a high quality of professional service and maintenance of agency standards;

Assists in planning and conducting educational programs for staff;

Assists in maintaining the proper utilization of the services of staff;

Participates in surveys, studies and research in the field of public health;

Addresses civic groups and participates in community planning relating to health issues;

Reviews plans for service with nutritionists, social workers, physicians and other

professional workers concerned with individual, family health care and population based health care;

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Assists faculty with the implementation of student programs;

Reviews and compiles appropriate records and reports.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of current public health nursing practices, skills, procedures and techniques; thorough knowledge of the epidemiological approach to the prevention and control of disease; working knowledge and/or proficiency in biostatistics and health services administration; working knowledge of the administrative organization of community facilities; ability to provide leadership, direction, and guidance to other nurse supervisors; ability to plan and supervise the work of others; ability to establish and maintain cooperative working relationships with community agencies and people from a variety of socioeconomic and ethnic groups; ability to prepare written reports and documents; ability to accept and utilize guidance; and ability to perform duties in accordance with ANA Code for Professional Nurses.

MINIMUM QUALIFICATIONS: Licensure and current registration to practice as a Registered Professional Nurse in New York State and either:

- (A) Master's Degree in Nursing from a regionally accredited or New York State registered four year college or university and one year experience as a Public Health Nurse and at least one year experience as a Supervising Public Health Nurse; or
- (B) Baccalaureate Degree in Nursing from a regionally accredited or New York State registered four-year college or university and two (2) years' experience as a Public Health Nurse and at least one year as a Supervising Public Health Nurse.

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NOTE: Your degree or credits must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree or credits were 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: <https://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

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Last Reviewed:

Jurisdictional Class: Competitive

Public Hearing: N/A

NYS Civil Service Commission Approval: N/A

Revised in "Z" Sheila Draft on 3/30/05

Removed from draft and placed in classplan on 3/31/05

Revised and Replaced in Classplan: 3/24/2023

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