



# Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

*'Working together as one to Preserve, Promote and Protect our Sche Lang en'*

## **JOB ANNOUNCEMENT** **JOB TITLE:** Public Health Nurse

**OPEN:** September 11, 2019

**EXEMPT:** Yes

**SALARY:** (10) \$28.85-\$32.32 per hour DOE

**SHIFT:** Day

**LOCATION:** LTHC

**DURATION:** Regular Full Time

**CLOSES:** September 18, 2019

**JOB CODE:**

**DIVISION:** Health & Human Services

**DEPARTMENT:** Public Health

**SUPERVISOR:** Public Health Director

**VACANCIES:** 1

**JOB SUMMARY:** The Public Health Nurse (PHN) works with a multidisciplinary team to improve health outcomes. The PHN will provide public health nursing services to individuals, families and groups in the community. Nursing actions are directed toward the goals of prevention, assessment, risk reduction, and health status improvement for individuals, families and the community. Nursing activities include, but are not limited to, systematic analysis of health data, care plan development, health education and advocacy, coalition building, and collaborating with community partners to promote the health of the community. PHN will make appropriate nursing diagnosis, engage in planning and implementing public health nursing interventions, provide individual and group health promotion and disease prevention activities. The Public health Nurse may perform some or all of the listed duties depending upon area of assignment.

**ESSENTIAL JOB DUTIES AND RESPONSIBILITIES** include the following, and other related duties as assigned.

1. Provide in-depth, specific health assessments in conditions in the public health domain including, but not limited to diabetes, reproductive health, chronic disease, maternal child health and all communicable diseases for individuals and families and community groups. Route referrals to dental, medical, physicians, social services, hospital, health department and clinics. Case management as appropriate.
2. Provides clients with family planning, sexually and risk reduction counseling. Coordinates consultation regarding sexually transmitted diseases to nursing staff and community groups.
3. Provide communicable disease intervention, treatment (including prescription of medications on pre approved protocols) and immunizations, education and prevention as needed.
4. Nursing services for the podiatry clinic and case management for podiatry referrals.
5. Participate with the diabetes care team and meet regularly to improve activities such as developing standards, case management, chart audits, developing registries, and quality of improvement using the current IHS guidelines for diabetes care. Provide monthly reports on activities performed.
6. Work with the public health director, clinic director and public health nurses in crafting public health communications, public health advisories and public information.

7. Work with the public health director and public health nurses in report conditions to regulatory agencies, including helping establish Lummi communicable disease surveillance system.
8. Write policies on public health topics under the direction of the public health director.
9. Perform data collection from internal, local and state databases to track disease, for disease surveillance.
10. Work closely with local health jurisdiction and state health department to coordinator care of patients affected by communicable diseases and other conditions.
11. Maintain confidential records, and prepare statistical reports applicable to assigned area, as required.

**MINIMUM QUALIFICATIONS:**

- Must have a Bachelors of Science Degree in Nursing
- Washington State license to practice as a Registered Nurse
- Master in public health *preferred*
- 1-2 years experience as a Public Health Nurse or Tribal Community Health Nurse.
- Experience working with public health jurisdictions (tribal, local, state or CDC) on disease surveillance, data tracking and reporting *preferred*
- Must possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

**KNOWLEDGE, ABILITIES AND SKILLS:**

- Public health core functions; assessment, policy development and assurance
- Nursing process; subjective and objective assessments, nursing diagnosis and intervention and evaluation outcomes.
- Be attentive to detail and when making decisions. Follow written and oral instructions. Adhere to policies and procedures and legal guidelines. Function with the Nurse Practice Act.
- Establish a rapport with clients from diverse backgrounds in a non judgmental and professional manner.
- Apply public health principals and make informed recommendations and decisions as appropriate to the circumstances.
- Proficiently use and maintain nursing and emergency equipment and supplies. Follow safety policy and procedures related to the areas of assignment.
- Work independently and cooperatively as a team member with staff, community and other agencies.
- Assume responsibility for continuing education through workshop attendance, journal review, use of consultants and participation in professional associations to insure adherence to current, safe and legal practices.
- Must maintain strict confidentiality at all times.

**REQUIREMENTS:**

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- This position requires regular contact with or control over Indian children and is therefore subject to successful and extensive criminal background check, CAMIS background check.

### **TO APPLY:**

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobsNow.php> or request by e-mail [libchr@lummi-nsn.gov](mailto:libchr@lummi-nsn.gov) For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.