

**TITLE:** Public Health Nursing Supervisor I  
(Position #HL0095)

**LOCATION:** Gaston County Health Department  
991 W. Hudson Blvd., Gastonia, NC 28052

**PAY SCALE:** \$45,920-\$71,189 annually (Exempt-not eligible for overtime)

**EMPLOYMENT STATUS:** Full Time

**ESSENTIAL DUTIES:** (NOTE: The duties listed below are not all of the duties that may be assigned to the position but are considered as essential to the nature of the position).

- Plans, organizes, and supervises the work of 12-15 subordinate professional nursing personnel as well as paraprofessional and clerical employees.
- Makes employment and termination decisions; makes individuals work assignments and schedules based on departmental priorities; evaluates staff on performance;
- Provides orientation to new employees and in-service training to existing staff.
- Prepares organizational budget for area of work responsibility.
- Coordinates work efforts of staff with other departmental, county, state, and federal agencies.
- Remains abreast of changes in laws affecting work responsibilities.
- Prepares written narrative and statistical reports of activities or of unique issues affecting work responsibilities.
- A member of PHS's management team.

**MINIMUM QUALIFICATIONS:**

Graduation from an accredited college or university with a BS degree in Nursing, which includes a public health nursing rotation, & 4 years of public health nursing experience, including one (1) year of supervisory experience; **OR** a BS degree & 5 years experience in public health, including one (1) year of supervisory experience.

All candidates must be currently licensed by the State of North Carolina as an R.N. **Preference will be given to Spanish speaking candidates.** A valid driver's license is required. The candidate selected must undergo and pass a drug screening test prior to employment.

**ANNOUNCEMENT DATE:** August 25, 2008

**CLOSING DATE:** September 12, 2008