



# TOWNSHIP OF BLOOMFIELD

*New Jersey*



**Public Health**  
Prevent. Promote. Protect.

1 Municipal Plaza • Bloomfield, New Jersey 07003

[www.bloomfieldtwpnj.com](http://www.bloomfieldtwpnj.com)

<b>Position Title:</b>	Registered Nurse interest as a Public Health Nurse (Bilingual Spanish/English)		<b>Position #:</b>	
<b>Working Title:</b>	Public Health Nurse (Bilingual Spanish/English)			
<b>Agency Unit:</b>	BDHHS	<b>Reports to:</b>		
<b>Employment Status:</b>	Part-time (up to 28 hrs)	<b>Salary Range:</b>	Hourly rate negotiable	<b>FLSA Status:</b> Non-exempt

**Position Summary:** Under direction, teaches, counsels, conducts epidemiological investigations, and provides public health nursing services in homes, clinics, and schools to individuals and families in the community for a public health agency. Uses knowledge from nursing, social and public health sciences to promote and protect the health of populations through the performance of core public health functions and the delivery of essential public health services; does related work as required. Pediatric (including infant) immunization administration experience required. Bilingual Spanish/English preferred. Position is based in Bloomfield, NJ but may be required to work from Madison, NJ office or travel within service area.

**Essential Duties & Responsibilities:** In accordance with BDHHS' mission, to prevent disease and promote physical and mental well-being through education and preventative screenings in a culturally competent manner that ensures the highest quality of life for residents and community members.

Willingness to be trained to respond to health questions by individuals and/or families during home visits, in clinics or schools or, while giving health lectures to community groups to educate the public on preventive health measures. Visits homes of individuals and families in the community. Gathers initial background information of those individuals to assess their health needs and problems to develop a health care plan. Interviews patients and/or families to evaluate health needs or environmental hazards in the homes. Evaluates effectiveness of a family care plan and nursing services provided. Implements actions to curtail the spread of communicable diseases by instructing high-risk individuals or groups in the proper control measures.

Cultivates health care plans for resolving complex and multifaceted problems as part of a team of health care professionals. Conducts investigations of suspected disease outbreaks; visits suspected areas and interviews persons who have contracted the disease to compile information on symptoms and environmental factors. Measures patients' temperature, blood pressure, pulse, height, and weight to record the patients' vital signs and growth process. Administers hearing and vision tests to screen possible hearing and vision problems and refers these problems to the physician. Provides medication in homes and/or clinics as prescribed by the physician to implement and maintain the health care treatment plan. Observes patients' reactions to prescribed medication to manage the stable phase of chronic illnesses such as diabetes, hypertension, and/or tuberculosis. Maintains medical records and files.

**Minimum Qualifications:** Graduation from an accredited college or university with a Bachelor's degree in Nursing or Public Health. One (1) year of experience in a public health field or, nursing experience gained while working under the close supervision of a licensed public health nurse.

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**Key Competencies:** Knowledge of the principles and practices of public health nursing. Knowledge of pharmaceuticals, side effects, and possible difficulties of use. Familiarity of health counseling methods. Awareness of standard nursing procedures. Knowledge of interview techniques, and the methods used to gather data. Understanding of community resources likely to be needed by the client population served. Knowledge of first aid procedures. Ability to recognize adverse signs and symptoms in patients. Ability to establish and maintain cooperative working relationships with those interested or involved in the work of the program.

Ability to evaluate health needs and environmental hazards. Capability to provide health counseling to patients and families. Ability to conduct home visits and gather information. Capability to take temperature and blood pressure readings, and administer tests and medications. Ability to develop health care plans in conjunction with other professionals. Capability to select proper nursing procedures and techniques of patient care. Ability to maintain medical records and files.

Bilingual English/Spanish preferred. Pediatric (including infant) vaccine administration a must. Familiarity with communicable disease investigation, lead case management, and tuberculosis testing/case management a plus.

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**Work Environment:** In emergent situations, on-call for 24/7/365.

Professional with work force development potential for all staff members.

BDHHS is an equal opportunity/ affirmative action employer and committed to recruiting and retaining a diverse and culturally responsive workforce.

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**How to apply:** Send cover letter detailing experience and resume/qualifications to:  
Email: [mfitzpatrick@bloomfieldtwpnj.com](mailto:mfitzpatrick@bloomfieldtwpnj.com)  
Or Mail to: Bloomfield Twp. Department of Health and Human Services  
1 Municipal Plaza Room 111  
Bloomfield Twp. NJ 07003

**Closing Date:** Open

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