



EMPLOYMENT ANNOUNCEMENT

POSITION:	PUBLIC HEALTH NURSING MANAGER	DEPARTMENT:	PUBLIC HEALTH NRSRG
SUPERVISOR:	DIRECTOR OF ENV. HEALTH AND INNOVATION	STARTING SALARY: <i>(RISES BASED UPON EXPERIENCE/EDUCATION)</i>	BACHELORS: \$31.33 MASTERS: \$34.47
CLASSIFICATION:	REGULAR, FULL-TIME	CLOSING DATE:	DECEMBER 10, 2024
OPENING DATE:	NOVEMBER 20, 2024		

POSITION SUMMARY:

The Supervisor of Public Health Nursing plans, implements, directs, and evaluates the Public Health Nursing Program for the Rocky Boy Reservation. Will be responsible for providing the technical and administrative support for the Public Health Nursing and WIC Programs through data collection, retrieval, report processing and grants management.

MAJOR DUTIES:

- Plans, implements, directs, and evaluates all aspects of the Public Health Nursing Program accessing trends and needs of community.
- Provides supervision, in-service education, on the job training, and technical guidance to the Public Health Nursing staff.
- Plans and monitors the Public Health Nursing program budget as directed by supervisor.
- Develops and maintains policy manuals for the Public Health Nursing Program in conjunction with Clinical Nurse Supervisor.
- Supervises epidemiological surveys, field investigation, and research studies to appraise health needs.
- Serves as consultant and coordinator to tribal health in all public health related activities, committees, and performance improvement/management.
- Provides nursing care to individuals and families including measures designed to promote wellness, to prevent complications, and to minimize disabilities.
- Upgrades and enhances local public health capacity to respond to events impacting the community's health, through planning, assessment and development of emergency preparedness and response plans.
- Participates on local fetal, infant, maternal and mortality review team to improve policies and services that affect families.
- Monitors vaccine for children program.
- Maintains records, reports for total public health nursing program for purpose of performance improvement.
- Teaches individuals and families with an emphasis placed on the prevention of disease, the promotion of health and rehabilitate measures.
- Orders equipment and supplies. Establishes users levels and changes as indicated.
- Monitors contract activities and budgets. Communicates regularly with contract liaisons.
- Performs other duties as assigned.

THIS EMPLOYMENT ANNOUNCEMENT DOES NOT CONTAIN A COMPREHENSIVE DESCRIPTION OF ACTIVITIES, DUTIES, OR RESPONSIBILITIES THAT ARE REQUIRED FOR THIS POSITION. DUTIES, RESPONSIBILITIES, AND ACTIVITIES WILL BE REVIEWED PERIODICALLY AS DUTIES AND RESPONSIBILITIES CHANGE WITH NECESSITY.

MINIMUM QUALIFICATIONS:

APPLICANTS WITH CREDENTIALS THAT DO NOT MEET THE MINIMUM QUALIFICATIONS FOR THIS POSITION WILL NOT BE CONSIDERED.

- Bachelor's Degree in Nursing.
- Must be licensed in good standing with Montana as Registered Nurse.

DESIRED QUALIFICATIONS:

- Knowledge of comprehensive health programs and the full range of professional public health nursing principles, practices and procedures in order to provide service in clinic, home, school, and community environments.
- Knowledge of the Rocky Boy's Indian Reservation and Chippewa/Cree language, culture, and traditions preferred.

APPLICANTS MUST SUBMIT THE FOLLOWING ITEMS:

- Rocky Boy Health Center Employment Application
- Letter of interest/Cover letter
- Resume or Curriculum Vitae

ROCKY BOY HEALTH CENTER HUMAN RESOURCES IS NOT RESPONSIBLE FOR ENSURING APPLICATION PACKAGE IS COMPLETE. ONLY THOSE APPLICATIONS PROPERLY COMPLETED AND RECEIVED ON OR BEFORE THE CLOSING DATE AT 4:00 PM WILL BE CONSIDERED FOR THE POSITION ADVERTISED. RBHC RESERVES THE RIGHT TO CANCEL ANY EMPLOYMENT ANNOUNCEMENT WITHOUT PRIOR NOTICE, WITH OR WITHOUT APPLICANTS, BASED UPON THE NEEDS OF THE ORGANIZATION. ALL EMPLOYMENT OFFERS ARE CONTINGENT UPON SUCCESSFUL COMPLETION OF A BACKGROUND CHECK AND PRE-EMPLOYMENT DRUG TEST. SUCCESSFUL APPLICANTS ARE SUBJECT TO A 60-DAY PROBATIONARY PERIOD.

SUBMIT APPLICATION:



In Person

Rocky Boy Health Center Human Resources Office
6850 Upper Box Elder Road Box Elder, Montana 59521



E-mail

rbhchr@rbclinic.org



Online

<https://www.rbclinic.org/employment>

APPROVED FOR ADVERTISEMENT:

DocuSigned by:

Joel Rosette

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Joel Rosette, Chief Executive Officer