**WARRICK COUNTY GOVERNMENT**

**Job Posting**

**HEALTH DEPARTMENT-PUBLIC HEALTH NURSE**

**OPEN POSITION:** Public Health Nurse

**DATE POSTED: 8/11/2025**

**To perform this position successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.**

Under general supervision of the Administrator of Public Health, all reporting services, and activities of the Public Health Nursing Division. The Public Health Nurse uses independent judgement while making decisions that influence the aforementioned operations. Acting within the framework of established, National, State, and Local Laws, codes, rules, and guidelines; including Health Department policies, protocols, and objectives; the Public Health Nurse is the agent of the Warrick County Health Officer.

**DUTIES:**

Perform Public health nursing services focusing on prevention including, but not limited to: family planning, child health, adult health, sexually transmitted disease, preparedness, communicable disease, breast and cervical cancer control program, tuberculosis, immunizations, lead screening, and case management. May provide emergency preparedness services, assistance with school liaison activities, infectious disease control and other services.

* **Infectious Disease**: Provides tuberculosis control, other communicable disease investigation, vaccination clinics, deals with emerging public health issues, Conduct risk assessment, perform screening tests, administer treatment per protocol.
* **Maternal/Child/ Newborn Health:** Provides health education or home visits. Assesses reproductive goals, and other relatable goals as assigned.
* **School Nursing:** Coordinates with School Health Liaison to assist with clinical activities provided in schools, communicable disease activities in school; and assists in the development of education regarding school health issues.
* **Health Assessments/Investigations/Data Collection/Home Visits**
* **Health Education and Referrals**
* **Documentation and Reporting:** Maintains timely, complete, and accurate documentation in appropriate Health record reflecting nursing observations, assessments, and interventions, also meeting requirements of funding partners. Reports activities to the Health Department and, when required, state and federal government agencies.
* **Quality Assurance/Training**
* **Internal and External Collaboration**
* **Compliance:** Adheres to nursing standards of practice and follows Department procedures and protocols as well as local, State, and Federal regulations. Follows and adheres to all Health Insurance and Accountability Act of 1996 (HIPPAA) guidelines for protected health information(PHI).
* **Emergency Response:** Assumes leadership roles and duties for public health emergency response. Is assigned National Incident Management System(NIMS) roles and duties. Administers vaccines and medications for emergency plans as needed.

**JOB REQUIREMENTS:**

**Minimum Educational Qualifications:** License to practice as a Registered Nurse in the State of Indiana. Holds one of the following.

* A Bachelor of Science in Nursing degree with the ability to work autonomously.
* Associates Degree in Nursing (ADN) with minimum 5 years experience in a related area.

**Licensing/Certification:** License to practice as a Registered Nurse in the State of Indiana. Basi Life Support(BLS) CPR certification required.

**Skills:** Proven proficiency with computers. Excellent writing, communication interpersonal, and public relations skills. Assessment skills and experience making independent judgements is critical to success. Skills and ability to administer injections.

The PHN maintains frequent contact with co-workers, other County personnel, ISDH, local health care providers, school personnel, community service organizations, local Family and Social Services Administration, children and adults, for purposes of exchanging and explaining information, and providing health screening, treatment, referrals, and education.

**Physical Effort and Work Environment:** The PHN performs duties in an office, health clinic, and at various residential sites. Duties may involve sitting for long periods, standing/walking for long periods, sitting and walking at will, keyboarding, reaching, bending, crouching/kneeling, close vision, color and depth perception, hearing sounds/communication, speaking clearly, handling/grasping objects, frequently pushing/pulling/lifting carrying objects weighing under 25 lbs and up to 75 lbs. The PHN is exposed to normal hazards associated with driving, and with public health nursing, such as communicable diseases and blood borne pathogens, for which universal health precautions must be followed to ensure safety of self and others. The PHN may be required to work extended and/or evening hours, and may occasionally travels out of town for conferences and trainings, but rarely overnight.