



## CITY OF LONG BEACH CLASSIFICATION SPECIFICATION

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### **TITLE: PUBLIC HEALTH NURSE SUPERVISOR**

**DEFINITION:** Under direction, provides leadership in the development, implementation, review and monitoring of nursing service programs, policies, procedures, and budgets that support individual and core community health programs.

### **EXAMPLES OF DUTIES:**

- Manages multiple and varied Nursing Division programs and specialty clinics simultaneously, some of which may be off-site and/or partnered with other community agencies.
- Promotes Public Health Nursing practices to ensure that the commitment to serve the public health needs of the people of Long Beach is met.
- Monitors service levels to ensure accomplishment of program objectives and service delivery goals that enforce laws and regulations to protect the public's health and safety, including disaster and bio-terrorism preparation.
- Analyzes health data to identify changing needs and resources in the community.
- Develops, participates and collaborates with the community to assess and advocate for the solutions to health gaps and the elimination of health disparities in the community.
- Participates in the ongoing quality assurance activities of the Nursing Division and the development of nursing protocols and standards of practice.
- Participates in the development and review of program budgets, grant writing, program reporting and evaluations.
- Hires, plans orientation, assigns, directs, reviews and evaluates skilled medical professionals and other assigned staff assuring high quality and culturally appropriate services to diverse populations.
- Assists staff in developing problem solving, customer service, triage/crisis intervention and community relations skills that link people to needed health services and care.
- Conducts and coordinates in-service training programs for staff and assists in promoting the professional growth and development of the nursing staff.
- Provides outreach to the community regarding the role of the Department to educate and empower people about health issues and resources.
- Collaborates with local universities and colleges to provide education opportunities to nursing students, medical residents and other professional staff to assure competency in the science and philosophy of public health.
- Mentors staff and provides opportunities for staff development.

- May act as the Nursing Services Officer as directed.
- Performs other duties as required.

**MINIMUM REQUIREMENTS:**

A Bachelor's degree in Nursing (BSN) and 2 years of experience in public health nursing. A master's degree in nursing or a master's degree in public health may be substituted for one year of experience.

An active California Registered Nurse license.

Possession of an active Public Health Nursing Certificate issued by the State of California.

A valid California motor vehicle operator license.

Current Cardiopulmonary Resuscitation (CPR) certificate

**HISTORY:**

- Established: 02/16/1973
- Revised: 01/18/2007
- Approval/Adoption Date: 01/18/2007 - Human Resources  
03/21/20007- Civil Service