

PLEASE POST CONSPICUOUSLY

**OTSEGO COUNTY IS ACCEPTING APPLICATIONS CONTINUOUSLY  
FOR THE FOLLOWING VACANCY:**

**Department Of Health**  
***Community Health Nurse***  
**\$56,351 - \$65,451**  
EOE

**DISTINGUISHING FEATURES OF THE CLASS:** This is a professional position which involves assessment of the health needs and the development of a plan of care for individuals and families in the community and clinics. The Community Health Nurse (CHN) is responsible for the initial implementation of the patient's plan of care and providing on-going case management and reassessment. The CHN works under the direction of a Supervising Community Health Nurse. The CHN may supervise subordinate staff.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

The Community Health Nurse performs skilled patient assessments, nursing care and prescribed treatments to patients in their homes. In addition the Community Health Nurses may be requested to perform the following types of activities:

- Provides critical decision making in response to frequent immediate, unexpected health and interpersonal situations;
- Provides case management requiring knowledge of family resources and community services;
- May provide for the continuity of care by promoting referrals to other community agencies;
- May manage community programs supported by local, NYS or Federal grants;
- Counsels and guides individuals and families towards independence with solutions of physical, emotional and environmental health problems;
- Provides nursing services in clinics and schools;
- Performs record reviews and provide feedback to staff as requested;
- Prepare and deliver presentation on various public health topics and participate in community planning related to nursing and health;
- Act as a liaison with physician offices, hospitals and other agencies;
- Provides services under various local, state, and federal programs;
- Participates in the conduct of surveys, investigations and studies related to health matters;
- Compiles and uses records, reports and statistical information for evaluation and planning of assigned programs;
- Responds to various public health emergencies as needed.

**FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES:** Thorough knowledge of current community health nursing practice; working knowledge of the community organizations and agencies; skill in the application of current nursing procedures and techniques of patient care; ability to plan and coordinate services for individuals and families and supervise nursing personnel assigned to assist with this care; ability to communicate effectively; ability to establish and maintain cooperative working relationships; ability to accept and utilize guidance; ability to perform duties in accordance with American Nurses Association Code for Professional Nurses; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Licensure and current registration to practice as a Registered Professional Nurse in New York State and **EITHER:**

- (a) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's degree in nursing, human services, or a health related field;
- OR**
- (b) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's degree in the fields described in (a) and two (2) years full-time paid experience or its part-time equivalent in Home Care.

**SPECIAL REQUIREMENTS:**

1. All applicants must possess CPR certification.
2. Possession of a valid New York State driver's license and an acceptable driving record is required at the time of appointment, and must be maintained throughout employment in this position.

**NOTE:** If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm> . You must pay the required evaluation fee.

CLASSIFICATION: Competitive

Applications are available at the Otsego County Personnel Office/Civil Service Department 183 Main Street, Cooperstown, NY 13326 or online at [www.otsegocountyny.gov](http://www.otsegocountyny.gov)

Dated: January 1, 2025