Position: Director of Nursing & Health Services

Basic Qualifications: Masters of Science in Nursing or related field from an accredited college

• Minimum 2 years of experience in a management position

• Excellent written, verbal, and teamwork skills

• Considerable knowledge and understanding of health insurance regulations and benefits

• Knowledge of, and consideration for, the *Core Competencies for Public Health Professionals & Quad Council Competencies for Public Health Nurses*

• Valid driver's license and reliable transportation

Preferred Qualifications:

•Doctorate

• Five (5) years of experience in a management position

Responsibilities:

1. Plans, develops, directs, and evaluates TLCHD's public health nursing programs; initiates action to remedy public health service deficiencies; works with FQHC CEO and Clinical Manager to review public health nursing operations and collaborate in the development of new or revised policies and procedures for program administration.

2. Directs and coordinates non-nursing programs and services for TLCHD's Health Services Division in accordance with the mission, goals, objectives, and resources of TLCHD, and in support of the 10 Essential Public Health Services.

3. Maintains written, verbal, and electronic communication between governing boards, TLCHD Directors, Health Services Supervisors, and all employees of the Health Services Division. Demonstrates effective communication skills to problem-solve, develop and implement policy, and to implement new or revised regulations and Ohio Revised Code mandates.

4. Establishes and maintains an effective working relationship with City, County and other elected/appointed officials, as well as the general public to promote TLCHD, public health initiatives, and to address health inequities.

5. Supervises and evaluates the work of professional staff and provides direction to subordinate staff as necessary; provides or coordinates staff training; provides oversight and assistance as needed; implements disciplinary measures as appropriate.

6. Attends and participates in activities, meetings, coalitions, medical advisory committees, boards of official and voluntary agencies, and collaborative ventures and partnerships to promote, influence, and ensure community awareness of public health practices that promote positive health outcomes.

7. Participates in the recruitment and selection of all Public Health Nurses and assists with the recruitment and selection of other Health Services staff; ensures all new Health Services employees receive orientation, in-service, and development training.

8. Reviews financial status to support Health Services Division operations within budgetary constraints; ensures employees adhere to grant objectives and guidelines; reviews and approves purchase orders.

9.Supports and promotes workforce development programs, initiatives, and opportunities; participates in the development of nursing enhancements and improvements including nursing interventions to address changing public and population health needs, staff education programs, internal management systems, and quality improvement activities.

10. Ensures compliance with all relevant state public health practice guidelines, community standards of care, and Federal and State laws and regulations.

11. Attends meetings, seminars, conferences, and other job-related training sessions; attends board of health meetings as required; attends leadership team meetings; schedules and leads divisional staff meetings; maintains positive rapport with area medical professionals, school officials, and other community leaders.

12. Assures that the delivery of public health services are ethical and founded on evidence-based or best practices in order to build upon the scientific basis of public health.

13. Participates in TLCHD disaster preparedness activities, follows all safety policies and procedures and maintains all required licenses and/or certifications.

14. Maintains statistics of division program performance and prepares reports for the Health Commissioner and/or the Board of Health.

15. Facilitates clinical learning experiences with colleges of nursing and universities**.**

Please email or mail cover letter and resume to:

Email: finnegik@co.lucas.oh.us

Toledo-Lucas County Health Department
Attn: Khayla Finnegin
635 N. Erie
Toledo, Ohio 43604

The Toledo-Lucas County Health Department is an Equal Opportunity Employer. The Department operates in accordance with Title VI of the Civil Rights Act of 1964.