



East Shore Health District

Public Health Nurse

Full Job Description



Location	East Shore District Health - 688 East Main Street, Branford CT
Reports To	Community Health & Clinical Services Manager
Status	Non-Union – Hourly Position
Weekly Hours	24~
Salary Range	\$34 - \$40 per hour

General Statement

The department is responsible for carrying out the core functions of local public health and fulfilling its requirements under the CT Public Health Code and local health regulations. The department's primary concern is to initiate, coordinate, develop and implement programs to meet the district's public health needs. This position requires availability for approximately 24 hours per week, with scheduling based on programming needs and grant deliverables. Evening or weekend work may be specifically requested for outreach events.

Position Summary

East Shore Health District is seeking a Public Health Nurse to provide nursing services, community education, and outreach within the Community Health & Clinical Services Division. An RN is preferred; LPN candidates will be considered. The nurse reports to the division manager and partners with the Health Educator and Emergency Preparedness Coordinator to support clinical services, suicide prevention, harm reduction, communicable disease follow up, and community health programs. Nursing duties are performed within the employee's licensed scope of practice and applicable medical orders, protocols, and supervision requirements.

Essential Functions and Responsibilities

Note: The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

- Administers influenza, COVID, and other vaccines under authorized medical orders and agency protocols; documents services accurately in eClinicalWorks and CT WiZ.
- Provides travel clinic vaccine administration under the oversight of the Medical Advisor when the Community Health & Clinical Services Manager is unavailable, consistent with licensure and required supervision.
- Assists with communicable disease investigations and follow up, MAVEN documentation, tuberculosis directly observed therapy, and lead case management within licensed scope and agency protocols.
- Partners with the Health Educator and Emergency Preparedness Coordinator to develop programs and educational materials; delivers public health presentations, trainings, and outreach at libraries, senior centers, community centers, schools, municipal programs, health fairs, and other community settings.

- Supports suicide prevention grant activities through community education, QPR or other training following required preparation, outreach events, coalition participation, and referral and resource navigation.
- Supports OD2A harm reduction activities through distribution of naloxone and safer use supplies, overdose prevention education and training, and referrals to treatment and recovery services.
- Collects and enters program data, tracks performance measures, and supports reporting and completion of grant deliverables in partnership with the manager and Health Educator.
- Coordinates with community partners, connects residents with appropriate resources, and maintains confidential patient and program records.
- Assists with public health emergency response, preparedness activities, and mass vaccination operations as assigned; performs other related duties.

Skills

- Public Health Nursing: Knowledge of immunization practices, communicable disease prevention and follow up, infection prevention, and nursing documentation within licensed scope of practice.
- Education and Outreach: Ability to deliver presentations and trainings, communicate effectively with diverse audiences, and collaborate on community programs and educational materials.
- Community Service: Ability to build relationships with residents and partners, provide respectful services, and connect people with appropriate resources.
- Technology: Comfort with electronic health records, eClinicalWorks, CT WiZ, MAVEN, Microsoft Office, and presentation software; training on agency systems provided as needed.
- Organization: Ability to prioritize clinical and program duties, maintain accurate records, collect data, and support grant reporting while protecting confidentiality.

Education and Experience

- Graduate of an accredited nursing program. Additional education in public health, community health, nursing, or a related field preferred.
- At least one year of nursing experience required; five years of related experience and public health or community nursing experience preferred.
- Certified Health Education Specialist certification and emergency response experience desirable.

Selection Guidelines

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required. The successful completion of a background investigation and a drug test is required.

Licenses Certifications and Special Requirements

- Must possess and maintain a current Connecticut RN or LPN license. RN preferred; LPN candidates considered.
- Must possess and maintain a valid driver's license and current CPR/BLS certification.
- Must possess and maintain applicable ICS certifications as required by FEMA, the State of Connecticut, and the agency; required training must be completed within six months of hire.
- Must complete continuing education required for licensure, agency requirements, and professional standards.
- May be required to obtain additional public health certifications as a result of legislative requirements.

- Bilingual candidates highly desirable.

Physical Demands and Working Conditions

Work is performed in office, clinic, and community settings and requires travel to program locations. Duties may require standing, walking, reaching, bending, and lifting or moving supplies weighing up to 20 pounds, with reasonable accommodation as appropriate. Clinical and field work may involve exposure to communicable diseases and body fluids; staff follow agency infection prevention and safety procedures.

HOW TO APPLY

Please send a letter of interest and a copy of your resume to mtrofatter@esdhd.org.

Compensation is based on licensure and relevant experience within the posted hourly range. Applications will be taken until this position is filled. Equal opportunity employer; women, minorities, veterans and people with disabilities are encouraged to apply.

Full job description available at www.esdhd.org.