



**COUNTY OF LOS ANGELES – DEPARTMENT OF PUBLIC HEALTH
CHILDREN'S MEDICAL SERVICES
CHILD WELFARE PUBLIC HEALTH NURSING PROGRAM (CWPHNP)
VACANCY ANNOUNCEMENT
PUBLIC HEALTH NURSE SUPERVISOR (PHNS)**

TYPE OF RECRUITMENT

LATERAL TRANSFER (NON-COUNTY EMPLOYEES ARE NOT ELIGIBLE TO APPLY).

The Department of Public Health's Children's Medical Services-Child is seeking a well-qualified individual to fill the position of **Public Health Nurse Supervisor**.

All interested employees who currently hold the payroll title of **Public Health Nurse Supervisor** are invited to submit a cover letter, their resume and copies of their last two (2) performance evaluations

Interested candidates should submit documents via email to

CWPHNRecruitment@ph.lacounty.gov

All material submitted will be evaluated. Only the most qualified employees will be contacted for an interview.

Essential Job Functions:

- Supervise Public Health Nurse activities including medical administrative case consultation
- Evaluates staff training needs and arranges training
- Prepares-work assignments, schedule(s) vacation, and other request(s)
- Recommends disciplinary action where required, handles grievances
- Prepares employee evaluations and performs other supervisory functions
- Advocates for the health care needs of individuals, families and communities
- Assists the NM in planning, staffing and other activities involved in the administration of program nursing services

Requirements:

- License to practice as a Registered Nurse and a Public Health Nurse Certificate, issued by the California Board of Registered Nursing
- Valid California Class C Driver License
- Must currently hold the payroll title of a PHNS

Desirable Qualifications:

- Pediatric experience
- Master's Degree from an accredited institution preferred (MSN, MPH or **MPA**)
- Exceptional oral and written communication skills, with strong analytic and critical reasoning skills
- Excellent interpersonal and collaboration skills
- Strong organizational skills
- Proficiency in Microsoft Office

CONTACT INFORMATION:

Children's Medical Services

Unit: Child Welfare Public Health Nursing Program-General Program

Email: CWPHNRecruitment@ph.lacounty.gov

THIS IS NOT A BULLETIN FOR A CIVIL SERVICE EXAMINATION

Additional Information

IMPORTANT NOTICE: Prime Variance Reports (PVRs), also known as Master Time Records, are not accepted, or required as part of the application process; this includes the selection interview and the background-check.

This vacancy is located at:
Long Beach/South County
Office 1500 Hughes Way
Long Beach, CA 90810