



**COUNTY OF LOS ANGELES - DEPARTMENT OF PUBLIC HEALTH
CHILDREN'S MEDICAL SERVICES**

**CHILD WELFARE PUBLIC NURSING PROGRAM (CWPHNP)
HEALTH CARE PROGRAM FOR CHILDREN IN FOSTER CARE (HCPCFC)
VACANCY ANNOUNCEMENT**

PUBLIC HEALTH NURSING SUPERVISOR (PHNS)

POSITION INFORMATION:

Van Nuys Office
7555 Van Nuys Blvd.
Van Nuys, CA 91405

EXAMPLE OF DUTIES:

- 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 individual, families and communities
- Assists the NM in planning, staffing and other activities involved in the administration of program nursing services

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

MINIMUM REQUIREMENTS:

- A license to practice as a Registered Nurse and a Public Health Nurse Certificate issued by the California Board of Registered Nursing and a valid California Class C Driver License
- Must currently hold the payroll title of a PHNS or on a reachable PHNS list

Interested individuals should submit a cover letter, resume, and their last two (2) Performance Evaluations, **accepting applications until positions are filled** via E- mail to:

Attention: Tracy Carter
Children's Medical Services
Foster Care Program
9320 Telstar Ave., Suite 226
El Monte, CA 91731
Email: CWPHNRecruitment@ph.lacounty.gov

This position will be filled as qualified candidates are interviewed
Only the most qualified applicants will be called for interview