



North Central District Health Department

- ☐ Enfield—31 North Main Street, Enfield, CT 06082 * (860) 745-0383 Fax (860) 745-3188
- ☐ Vernon—375 Hartford Turnpike, Room 120, Vernon, CT 06066 * (860) 872-1501 Fax (860) 872 1531
- ☐ Windham—Town Hall, 979 Main Street, Willimantic, CT 06226 * (860) 465-3033 Fax (860) 465-3034
- ☐ Stafford—Town Hall, 1 Main Street, Stafford Springs, CT 06076 * (860) 684-5609 Fax (860) 684-1768

Patrice A. Sulik, MPH, R.S.
Director of Health

Job Description Part-Time (PT) Public Health Nurse

Summary:

This is a part-time (PT), grant funded position scheduled to work day shifts Tuesday-Thursday, plus every other weekend. The PT Public Health Nurse should have the ability to work independently and will be an integral part of the team working with senior management, public health education, preparedness and field staff. This position will report to the Director of Health.

Duties & Responsibilities (Illustrative):

- Perform assigned role in COVID response
- Coordinate contact tracing activities for the District
- Coordinate vaccine programs for the community
- Play an integral role in Public Health Preparedness
- Collaborate on prevention and health promotion activities and programs for the community
- Support communicable disease follow-up activities

Education and/or Experience:

- Bachelor's Degree
- Valid State of CT Registered Nurse License
- Valid driver's license
- CPR certified
- Vaccination experience
- Public health experience preferred
- Bi-lingual (Spanish) preferred.

Skills:

- Proficient in Microsoft Office
- Recordkeeping and reporting skills
- Excellent written and verbal communication skills
- Ability to move forward independently with minimal direction and supervision
- Ability to manage multiple priorities
- Ability to work with a wide variety of partners

Salary:

- Salary commensurate with experience. This position is grant funded.

Apply:

- Eligible candidates should submit their resume / cover letter to: tcobb@ncdhd.org

The North Central Health District is an Affirmative Action/Equal Opportunity Employer.