

The Onondaga County Health Department is currently accepting applications for the position:

Nursing Director (Community Health Services)

Location: 421 Montgomery Street, Syracuse, NY

Salary: Starting at \$78,060

Hours of work: M-F 8:30 am – 4:30 pm

The Onondaga County Health Department is recruiting a Director of Nursing. This is a professional management and administrative position involving responsibility for planning, organizing, coordinating, directing and evaluating a major segment of all the Healthy Families programs to meet local public health care needs. An employee in this class has direct responsibility for all personnel assigned to this division with the goal of providing safe and comprehensive nursing care and public health services. The position reports to the Director of Maternal and Child Health and supervises nursing practices, administrative practices, educational guidance and training of staff.

**Job Duties:**

- Plans, implements and directs public health and related nursing care programs.
- Develops policies, manuals, and other informational materials to ensure the provision of safe and effective nursing practices consistent with recognized standards of practice.
- Evaluates the effectiveness and current functions of patient services and programs and their relation to the total department; evaluates quality of services, identifies needs and priorities for services, standards of nursing function and appropriate utilization of available staff.
- Participates in the recruitment, employment and assignment of nursing and other support staff.

**Minimum Qualifications:**

This position is subject to Civil Service rules and testing.

Promotional-

Three years permanent, competitive class status in the title of Public Health Nursing Supervisor.

Open Competitive-

Master's degree and two years full-time work experience as a supervising nurse in a municipal public health department or certified home health care agency.

**Or**

Bachelor's degree and three years full-time work experience as a supervising nurse in a municipal public health department or certified home health care agency.

Interested candidates may email a resume and cover letter to [cathyclark@ongov.net](mailto:cathyclark@ongov.net) and [cynthiaclift@ongov.net](mailto:cynthiaclift@ongov.net) by **March 24, 2021**.

**Or**

via USPS mail:

*Cathy Clark*

*Administrative Assistant*

*421 Montgomery Street*

*Syracuse, NY 13202*

**"Onondaga County is an Affirmative Action/Equal Opportunity Employer"**