

**Internal  / External**   
**20-34**

<b>Position:</b>	<b>PUBLIC HEALTH NURSE</b>		<b>Number of Positions:</b>	<b>15</b>
<b>Classification:</b>	CASUAL	ONA	<b>FTE:</b>	1.0 - 35 HOURS PER WEEK
<b>Department:</b>	CLINICAL SERVICE		<b>Program:</b>	INFECTIOUS DISEASES
<b>Location:</b>	BARRIE		<b>Anticipated Date of Hire:</b>	JUNE 29, 2020
<b>Salary Range:</b>	\$ 40.50 TO \$48.32 HOURLY		<b>Position Duration:</b>	JUNE 25, 2021, WHICH MAY BE SUBJECT TO AN EXTENSION IF REQUIRED
			<b>Posting Date:</b>	MAY 21, 2020
<b>Criminal Record Check:</b>	Required <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		<b>Vulnerable Sector Screening:</b>	Required <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

**Position Overview:**

The Public Health Nurse (PHN) as part of the COVID response is an integral team member. Currently the portfolio is centered around the COVID-19 response: case and contact management; outbreak management; and phone line response.

See Public Health Nurse position description for further details of the Public Health Nurse role.

**Minimum Requirements of the Job Include:**

- Baccalaureate Degree in Nursing (4 year);
- Certificate of Registration as a Registered Nurse with the College of Nurses of Ontario, which is renewed annually;
- Current CPR Level C;
- 1 – 3 years' experience in nursing;
- Advanced oral and written communication skills to present information in various formats relevant to the audience;
- Intermediate skill in providing health teaching, counseling, and clinical nursing care as appropriate in a variety of settings;
- Intermediate ability to incorporate principles of telepractice related to a broad range of health issues;
- Intermediate skill in critical thinking, analysis and creative problem-solving.
- Intermediate time management and organization skills including priority setting.
- Intermediate skills in Microsoft Word, Excel, and PowerPoint and the ability to demonstrate the technological skills to support work with the program communication, information systems and databases required to support program delivery.
- Performs case and contact management for COVID-19.
- Provides consultation to the general public and cases and contacts of COVID-19.
- Participates in public health call center activity by responding to calls and ensuring appropriate referrals.
- Investigates reports of infectious diseases and may participate in outbreak management, including respiratory outbreaks in institutions including COVID-19.

- Performs all required documentation including utilizing electronic data bases.
- Performs other duties, as assigned, including support to other program areas not involved in the COVID-19 response, if and when required.

**Deadline: 4:00 pm, WEDNESDAY, JUNE 03, 2020**

*This is an internal union posting. External applicants may be considered when the internal recruitment process does not result in a successful internal candidate.*

For further details: refer to the **Public Health Nurse** position description.

For internal SMDHU applicants interested in applying for this position, please forward your completed application to Human Resources at [hr@smdhu.org](mailto:hr@smdhu.org) referencing posting #20-34 in the subject line. Your formal application consists of submitting both an up to date résumé and a separate cover letter outlining how you meet the requirements and qualifications of this position. Please ensure you indicate in your application that you have the requirements and qualifications listed for this position otherwise it will be deemed you do not have them.

#### **For External Applicants Only:**

If interested in applying for this position, forward résumé with cover letter to Human Resources at [hr@smdhu.org](mailto:hr@smdhu.org) referencing posting # 20-34 in the subject line.

Due to the large volume of applications we receive, and to ensure your application is given due consideration, we kindly request all applications for this position include both an up-to-date resume, and a detailed cover letter including specific examples of how you meet the required qualifications and skills for this position. The cover letter is to clearly identify:

- a. How your education meets the educational requirements listed.
- b. How your experience meets the experience requirements listed.
- c. How your experience meets each of the required knowledge, skills and abilities listed.
- d. How your education and/or experience meet each of the listed assets, which are considered preferences.

Applicants who fail to satisfactorily provide the information requested above in their cover letter will be deemed to not meet the minimum job requirements listed in this job posting. Accordingly, their application will not be considered in this competition.

Following submission of your e-mailed cover letter and resume, you will receive a standard reply e-mail confirming your e-mail was received by SMDHU. If you do not receive this confirmation e-mail your electronic application was not received and you will not be considered. Also, if SMDHU's confirmation e-mail is dated/timed after the posting deadline, your application will not be considered.

**If selected for an interview, candidates may be assessed through testing and/or by providing a presentation/portfolio highlighting examples of their work that is applicable to the position being applied to.**

*The Simcoe Muskoka District Health Unit is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process upon request. Due to the number of qualified applications we receive, only those selected for an interview will be contacted. All candidates must be legally entitled to work in Canada.*