ANNOUNCEMENT OF JOB VACANCY

TITLE
Public Health Program Nurse - 22896

SALARY/SG
$75,674 - $95,534/ Grade 24

NEGOTIATING UNIT
Professional, Scientific and Technical (05)

LOCATION
Division of Epidemiology
Bureau of Immunization, Corning Tower, ESP
Albany, New York 12237

MINIMUM QUALIFICATIONS
Transfer: Current Department of Health (DOH) employee with permanent or contingent-permanent status as a Public Health Program Nurse, G-24* OR NYS employee with one year of permanent or contingent-permanent service in a G-22 or higher title and deemed eligible for transfer to Public Health Program Nurse under Section 70.4 of the Civil Service Law by also possessing the below Provisional qualifications. *

Provisional: a bachelor's of science or higher degree in nursing; AND a current New York State license and registration as a professional registered nurse; AND four years of post-licensure nursing experience that includes at least one year of experience in public health and related health systems in one or more of the following areas: monitoring, diagnosing, investigating, disease prevention, surveillance and control activities, educating, researching, developing policies and initiatives, enforcing laws and regulations, assuring provision of health care, evaluating, and/or quality assurance activities in connection with the health status of individuals, populations in the community, and/or across populations. Substitution: A master of science in nursing may be substituted for one year of the general experience if not used to meet the educational minimum qualifications. **

PREFERRED QUALIFICATIONS
Excellent written, verbal and organizational skills; experience in immunization programs or initiatives; experience conducting outreach with healthcare and/or community partners; ability to coordinate and complete multiple activities; and knowledge of immunization recommendations and vaccine preventable diseases.

RESPONSIBILITIES
The Division of Epidemiology’s Bureau of Immunization seeks a Public Health Program Nurse to join the dynamic Clinical Immunization unit. The nurse will lead statewide outreach and education efforts to improve adult and adolescent immunization rates and will serve as the back-up for other program nurses to ensure continuity of critical clinical immunization activities. This position also has the potential for supervision of public health program staff. Activities will include: Conducting education, training, presentations, and targeted guidance to healthcare providers, healthcare facilities, and local health departments on best practices to improve adult and adolescent immunization coverage; Developing written educational materials and communiques to healthcare providers; Coordinating immunization components of NYS seasonal and pandemic influenza plans; Monitoring adult and adolescent immunization coverage rates to inform program activities; and Assisting the Medical Director and Program Manager in the development of new initiatives designed to increase immunization rates.

CONDITIONS OF EMPLOYMENT
*Permanent, full-time appointment; ** Provisional pending examination. Occasional travel, including overnights and travel to areas that may not be served by public transportation is required (up to 10%).

APPLICATION PROCEDURE
Submit a resume, preferably in PDF format, to Human Resources Management Group, DJA/22896/PHPN, Room 2276, Corning Tower Building, Empire State Plaza, Albany, New York 12237-0012, or by email to resume@health.ny.gov, or by fax to (518) 473-3395 with a subject line DJA/22896/PHPN. Resumes will be accepted until December 15, 2017.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER. WOMEN, MINORITIES AND PEOPLE WITH DISABILITIES ARE ENCOURAGED TO APPLY. PURSUANT TO EXECUTIVE ORDER 161, NO STATE ENTITY, AS DEFINED BY THE EXECUTIVE ORDER, IS PERMITTED TO ASK, OR MANDATE, THAT AN APPLICANT FOR EMPLOYMENT PROVIDE HIS OR HER CURRENT COMPENSATION, OR ANY PRIOR COMPENSATION HISTORY, UNTIL SUCH TIME AS THE APPLICANT IS EXTENDED A CONDITIONAL OFFER OF EMPLOYMENT WITH COMPENSATION. IF SUCH INFORMATION HAS BEEN REQUESTED FROM YOU BEFORE SUCH TIME, PLEASE CONTACT THE GOVERNOR’S OFFICE OF EMPLOYEE RELATIONS AT (518) 474-6988 OR VIA EMAIL AT INFO@GOER.NY.GOV.

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