

POSITION: Public Health Nurse II

DEPARTMENT: Public Health

Grade: 32

Starting Salary: \$54,220.39

Position Number: 511027

Posted: November 20, 2025

Closing: Until Filled



Responsibilities

This PHN II position will serve as the primary coordinator of the Macon County Employee and Family Health and Immunization/Foreign Travel Programs. This position will also serve as the backup for Family Planning, BCCCP and Wisewoman programs. The PHN II position also participates in same day appointment clinic coverage (i.e. Family Planning, BCCCP, STD, Immunization, TB, Employee Health, etc). The PHN II position participates in community events/screenings, such as flu clinics, as well as performing general nursing functions, as assigned. Work hours are Monday through Friday, 8:00 am until 5:00 pm, or flexed to equal 40 hours per week. Modification of hours is required to assist in the event of a Public Health emergency, to attend meetings in conjunction with Health Center Services or to participate in Health Center after hour's special projects. Overtime is required infrequently.

Knowledge, Skills and Abilities

- Considerable knowledge of, and skill in, the application of nursing theory, practice, principles, and techniques employed in the field of public health and related programs;
- Considerable knowledge of and ability to apply the principles and practices of public health;
- Knowledge of available resources and organizations and the ability to coordinate these as needed;
- General knowledge of current social and economic problems relating to public health, including health disparities;
- Ability to plan, coordinate, and oversee the work of others;
- Ability to deal tactfully with others and to exercise good judgment in appraising situations and making decisions;
- Ability to work in partnership with patients and with other service providers to elicit needed information and to maintain effective working relationships;
- Ability to record accurately services rendered and to interpret and explain records, reports, and medical instructions;
- Adequate computer skills to allow communication, patient record documentation, and accessing of information.

Minimum Training and Experience

- Graduation from an accredited school of professional nursing and one year of professional nursing experience.
- A current license to practice as a Registered Nurse in North Carolina by the NC Board of Nursing.
- Individuals employed in a local Health Department without a B.S. Degree that includes a Public Health Nursing rotation or a Master's in Public Health, will be required to complete the "Introduction to Principles and Practices of Public Health Nursing" course within one year of employment as a condition of continued employment in accordance with the Health Services Commission Rule.

SPECIAL REQUIREMENTS

Valid driver's license.

AN EQUAL OPPORTUNITY EMPLOYER/ADA EMPLOYER

All prospective employees are subject to a criminal background check