



## SCHUYLER COUNTY CIVIL SERVICE

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Lorry Johnson  
Personnel Officer

### Job Vacancy

## SENIOR REGISTERED PROFESSIONAL NURSE Schuyler County Community Services

**LAST DATE TO FILE:** \*\*Applications will be accepted until position is filled.

**SALARY:** \$26.73 per hour with excellent benefits and flexible schedule

**HOW TO APPLY:** Applicants must submit a Civil Service “Application for Employment and/or Examination” to Schuyler County Civil Service office. Applications **WILL NOT** be accepted via email or fax. You may include a resume with your application; however, **you may NOT substitute “See Resume”** for completing any portion of the application form. **INCOMPLETE APPLICATIONS WILL BE DISAPPROVED.** Please make sure to indicate application is for the **COMMUNITY SERVICES** vacancy.

**VACANCY:** At the present time, there is one full time (35 hrs) vacancy in the Schuyler County **Community Services Department**. This is a non-competitive position and does not require a Civil Service exam.

**RESIDENCY REQUIREMENT:** Candidates must be **legal residents of Schuyler or a contiguous (Chemung, Seneca, Steuben, Tompkins and Yates) county**. Preference in appointment may be given to a resident of the jurisdiction for which there is a vacancy.

**JOB DESCRIPTION:** The work involves performing patient /client care services and/or Community Health Nursing in accordance with professional nursing practices, physician’s orders and established rules and regulations in the Community Services and Public Health Departments. The Senior Registered Professional Nurse typically is assigned additional duties; including specific patients / clients who require more intensive services and/or Community Program Management assignments. More intensive coaching, teaching, mentoring and quality improvement activities are also assigned to the Senior RPN. Work is reviewed under general supervision of the Clinic Director or Public Health Director. The Sr. RPN is expected to perform duties (required or routine) independently. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

#### **Community Services**

Carries out therapeutic treatments as ordered by the physician, including the dispensing of medication, nursing assessments and nursing interventions;

Assesses vital signs and monitors physical changes in patient / client;

Plan and set up personal care, behavioral health care for patient with physician, therapists, and family members;  
Teaches self-medication principles and techniques to patients / client and families;  
Teaches patients / clients and families about the nature of relapse and recovery;  
Instructs patients / clients and family members on patient's diet, health habits, treatments and rehabilitative measures as prescribed by the physician;  
Prepares state required paperwork and record keeping;  
Completes quality assurance / quality improvements as required by the supervisor;  
May provide services in clinic, satellites, other institutional settings or patients / clients homes;  
Maintains contact with physicians regarding problems or concerns that arise with patients / clients;  
May supervise and assign other subordinate staff as needed;  
Makes contacts with appropriate welfare or health agencies, as necessary, to assure the patients / clients receive needed services or follow-up care;  
Performs related services for patients / clients in the prevention of illness and the attainment of maximum health;  
Other appropriate duties as assigned by management.

**MINIMUM QUALIFICATIONS:**

Possession of a license and current registration issued by the State of New York to practice as a Registered Professional Nurse and one year of nursing experience in either a Public Health, Community Services, or Behavioral Health agency or hospital setting.

**SPECIAL REQUIREMENT:** Possession of a valid New York State driver's license.

Application is available at [www.schuylercounty.us](http://www.schuylercounty.us) or at the  
Schuyler County Civil Service Office  
105 Ninth St., Unit 21, Watkins Glen, NY 14891  
Phone: 607-535-8190

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