



PUBLIC HEALTH NURSING POSITIONS COUNTY OF MARIN, CALIFORNIA

NURSING SERVICES MANAGER: \$142,771–\$173,326 Annually, DOQ/DOE

SUPERVISING PUBLIC HEALTH NURSE: \$119,641–\$145,371 Annually, DOQ/DOE

THE COUNTY OF MARIN SEEKS QUALIFIED CANDIDATES for two critical nursing positions to work in the Public Health Division within the Health and Human Services Department: Nursing Services Manager and Supervising Public Health Nurse. Both positions oversee staff, operations, services and programs that are essential to achieving our mission. Your leadership, passion and dedication will lead excellence in services and programs, and the Department's journey to improve the lives of our residents. *Apply today to join our team and make a difference in the thousands of lives we serve in our community.*



THE COMMUNITY

MARIN COUNTY, CALIFORNIA, is a special place and home to a community with over 260,000 engaged and culturally diverse residents. Marin is located in the North Bay across the Golden Gate Bridge from San Francisco and next-door to the vineyards of Napa and Sonoma Counties. Marin is a desirable place to live and is known for its combination of rural and suburban lifestyles, excellent schools, entertainment and recreational activities, and mild, year-round climate. Marin is the home of artists, is the birthplace of mountain biking and Obi Wan Kenobi, and includes the incorporated cities of Belvedere, Corte Madera, Fairfax, Larkspur, Mill Valley, Novato, Ross, San Anselmo, San Rafael, Sausalito, and Tiburon. Marin is abundant with natural habitat including oak-bay woodlands, savannas, grasslands, and salt marshes. Outdoor recreation in Marin County includes whale migration and bird watching, garden tours, golf, hiking, running, mountain biking, horseback riding, sail boarding, surfing, fishing, boating, kayaking, canoeing, etc.



THE COUNTY

MARIN COUNTY is a General Law County. The County is governed by a five (5) member Board of Supervisors, each of whom represents one of the five voting districts in the County. The County employs approximately 2,200 employees in its 22 agencies and has an operating budget of approximately \$630 million (FY19/20). The County is committed to being a well-managed organization that relies on the talents of its workforce to succeed. This diverse organization strives to uphold a set of core values: respect, integrity, diversity, excellence, innovation, and collaboration. The County's mission is to provide excellent services that support healthy, safe and sustainable communities; preserve Marin's unique environmental heritage; and encourage meaningful participation in the governance of the County by all.

THE DEPARTMENT

THE DEPARTMENT OF HEALTH AND HUMAN SERVICES (HHS) includes the Divisions of Public Health, Social Services, Behavioral Health and Recovery Services, and Planning and Administration. HHS is the largest department in the County of Marin which operates a \$180 million budget, and has over 700 employees, 40 programs and services, and 12 locations throughout the County.

Health and wellbeing are prioritized in Marin, and the county is consistently named among the healthiest in the state in comparative rankings. At the same time, many residents do not enjoy full and equitable opportunities; which offers public servants and civic leaders meaningful opportunities for impact. [*The Department's Strategic Plan to Achieve Health and Wellness Equity*](#) describes its commitment to improving across a wide spectrum of areas that influence health and wellness, from focusing on direct customer service to climate change. In addition, the organization seeks to promote a culture of employee engagement where employees are proud of the work they do and flourish in an environment that encourages creativity and innovation as outlined in the [*HHS Operational Strategic Plan*](#).



HHS' STRATEGIC GOALS ENSURE:

- Health and wellness equity,
- Racial Inequities are addressed, and
- All Marin County's residents are healthy, safe and resilient.

We are focused on:

- CLIENT:** embrace a culture where client perspectives and needs through the life span come first,
- COMMUNITY:** ensure change is co-created and driven by community members,
- CONDITIONS:** transform inequitable conditions,
- QUALITY:** Strengthen efficiencies of our work with data and innovation.

PUBLIC HEALTH

"HEALTH HAPPENS HERE!" Public Health has 83 employees, a division budget of \$28 million and includes the following services and programs:

PUBLIC HEALTH DATA: Community Epidemiology, Marin County Health Data, Live Stories.

COMMUNICABLE DISEASE: Communicable Disease Prevention and Control; Immunization; Information on Zika Virus;

Ryan White Funded HIV/AIDS Services.

FAMILY HEALTH PROGRAMS: California Children's Services; Child Health Disability Prevention; Childhood Lead Poisoning Prevention; Marin Family Connections;

Maternal, Child and Adolescent Health; Women, Infants and Children.

COMMUNITY HEALTH AND PREVENTION: Community Health and Prevention; Public Health Accreditation; RX Safe Marin; Substance Use

Prevention; Tobacco Control Program.

EMERGENCY AND PREPAREDNESS: Marin County Emergency Medical Services Agency; Marin Medical Reserve Corps; Public Health Preparedness.

THE JOB + IDEAL CANDIDATE

NURSING SERVICES MANAGER

THIS POSITION WORKS FOR the Public Health Division and operates under an MOU for the Sheriff's Department to oversee clinical services being provided to patients in the jail and juvenile detention facilities. This position is governed by the Sheriff's rules and regulations, therefore, a background and experience in a detention facility, correctional institution, or highly secure environment is highly desirable. The Nursing Services Manager will manage clinic operations, staff and programs, and may provide direct care services as needed. The Nursing Services Manager oversees a team of approximately 30 professional and support staff which includes: Registered Nurses, Nurse Practitioners, Licensed Vocational Nurses, licensed Doctors of Medicine, Dentists, Dental Assistants, and clinical and administrative support staff. This person will also contribute to budgeting, personnel management and hiring, and oversee contracts with the doctors and dentists. Patient care in detention facilities is shifting with more emphasis on behavioral health needs; therefore, it is important that this Manager has a good perspective on "whole person" care. Working effectively with the Sheriff's staff, and clinical and behavioral health professionals is critical, therefore the ideal candidate will be a collaborative business partner, strategic leader, and place a high importance on quality of care and customer service.

This Nursing Services Manager will also...

- Be a skilled decision-maker.
- Solve complex technical and administrative issues in the delivery of services and programs.
- Successfully lead, delegate to, and empower a dynamic and talented staff.
- Be self-directed, motivated, detail oriented and flexible.
- Demonstrate transparency, strong work ethic, and integrity.
- Advance an organizational culture that attracts and retains top talent.
- Use effective communication skills and demonstrate political savvy.
- Promote a customer-oriented approach towards meeting client needs.
- Adeptly oversee an administrative budget, operational programs, and employee relations.
- Oversee contracts and/or vendor relationships.

MINIMUM QUALIFICATIONS

Any combination of education and experience that would provide the necessary knowledge and abilities identified in the announcement and classification specification, and this generally includes:

- A Bachelor's degree in Nursing or related field, and
- The equivalent to four years of professional nursing experience, including three years of managerial or supervisory experience in a nursing position, and
- Possession of the following valid license and certificate:
 - Registered Nurse licensed to practice in California,
 - CPR Certificate.
- **Background Investigation:** Successful applicants will be subject to a thorough investigative background check and illegal substance/drug use inquiry ([Click here to see pre-employment drug use guidelines](#)).

THE JOB + IDEAL CANDIDATE

SUPERVISING PUBLIC HEALTH NURSE

THIS SUPERVISORY POSITION WORKS IN the Communicable Disease Prevention and Control Program and reports directly to the Deputy Public Health Officer. This position oversees public health nursing services, programs and staff including students and volunteers. The Supervising Public Health Nurse assists in the development of priorities for various services and programs, such as communicable disease, immunization, childhood lead poison prevention, emergency preparedness, acute communicable disease investigation, and tuberculosis. This position also oversees the continuous improvement of daily operations, policies, practices and procedures. This position will also be familiar with information systems, assist in the planning and participation of educational programs, and collaborate with other county and health professionals. While this position mostly oversees other clinical professionals, providing direct patient care may be required.

The ideal candidate is an experienced nursing supervisor, with a history of engaging and overseeing nursing teams, and has a public health background, and is experienced making clinical decisions. Our ideal candidate is a go-getter, and collaborative business partner, who brings great technical skills, positive energy and emotional intelligence. The successful candidate is also an active listener, demonstrates decisiveness, and is able to work effectively in stressful or emergency situations. As a Supervising Public Health Nurse, you should bring empathy, organizational skills, and an interest in developing and growing a dedicated group of professional nurses.

MINIMUM QUALIFICATIONS

- Equivalent to three years of public health nursing experience and one year of lead or supervisory experience, and
- Possession of the following valid license and certificates:
 - Registered Nurse licensed to practice in California,
 - Public Health Nurse Certificate, and
 - CPR Certificate.
- The selected candidate must pass a Department of Justice LiveScan background check prior to appointment.



COMPENSATION + BENEFITS

NURSING SERVICES MANAGER: \$142,771–\$173,326 Annually DOE/DOQ

SUPERVISING PUBLIC HEALTH NURSE: \$119,641–\$145,371 Annually DOE/DOQ

Salary is supplemented by a generous benefit program that includes the following elements:

RETIREMENT: The County pays the employer contribution to MCERA, a 1937 Act defined benefit retirement plan, which is reciprocal with other 1937 Act county retirement systems, CalPERS and systems with CalPERS reciprocity. The County does not participate in Social Security except for a mandatory Medicare contribution.

INSURANCE: Cafeteria-style benefits plan that allows employees to choose from a variety of health, dental, vision, life, and long-term disability insurance plans.

HOLIDAYS: 11 paid holidays annually.

LEAVE ALLOWANCES: Generous leave package including management, personal, and sick leave benefits.

WELLNESS: Employee-dedicated fitness room and health and wellness deals and discounts from local businesses.

DEFERRED COMPENSATION: The County offers a choice of tax deferred 457 plans to which employees may contribute in order to enhance their retirement.

For additional information about County benefits, visit: www.marincounty.org/depts/hr/divisions/benefits

HOW TO APPLY

*These recruitments are open and continuous until filled, but could close at any time. Therefore, interested candidates are strongly encouraged to apply early in the process and prior to **FEBRUARY 28, 2020**.*

Apply at the County's website: MARINCOUNTY.ORG/JOBS

We are using an abbreviated application!

IMPORTANT: Your NeoGov submission should include a resume and cover letter that addresses the competencies and technical skills described in the ideal candidate profile herein.

SAVE THE DATES: Candidates will be identified and invited to interview early March, 2020 and those invited to interview will need to be available for both dates identified below depending on position:

MARCH 16 & 17: Nursing Services Manager Interviews

MARCH 19 & 20: Supervising Public Health Nurse Interviews

QUESTIONS?

Contact **Rose Katsus** by email:

rkatsus@marincounty.org

or phone: **415.473.4140**

Marin County is an Equal Opportunity Employer and values diversity at all levels of the organization.

