



**COBB & DOUGLAS  
PUBLIC HEALTH**

*Healthier lives. Healthier community.*

# Employment Opportunity

*PH Nursing Education*

*Coordinator 2*

*Position #00217114*

**Cobb and Douglas Public Health** a nationally accredited health department, headquartered in Marietta, Georgia since 1920 promotes and protects the health and safety of the residents of Cobb and Douglas counties in partnership with several other agencies. CDPH is committed to delivering compassionate, high-quality, affordable healthcare services with special attention to the at-risk population. We work to achieve healthy people in healthy communities by: Preventing epidemics and spread of disease, protecting against environmental hazards, preventing injuries, Promoting and encouraging healthy behaviors, responding to disasters, assisting in community recovery, and Assuring the quality and accessibility of health care. By excelling at our core responsibilities, we will assist our residents in living healthier, longer and more rewarding lives.

**We Offer:** Exceptional opportunities along with excellent benefits, which include: 12 paid holidays, 3 weeks each of annual and sick leave per year. A defined benefit retirement plan with full vestment after 10 years of full-time employment; includes an employer 401k match. Payroll deductible health benefits (medical, dental, vision, legal, long-term care, dependent life, AD&D, short and long-term disability, etc.). Medical and child care spending accounts can be established in addition to deferred compensation options. Flexibility within our core operational hours of Monday-Friday 8am-5pm. Learning and growth opportunities. Employee recognition program. Diverse workforce. And much more!

**Summary:** Under direct supervision provides technical assistance and training to Public Health nursing staff. Manages the planning and implementation of clinical educational offerings within the district. The preferred candidate will have excellent organizational and time-management skills. Plans quarterly clinical updates, conducts annual trainings, coordinates initial trainings for newly hired nurses, monitors and updates clinical policies. Coordinates back to school activities, coordinates district CPR training, ensures compliance with the nursing QA/QI Manual, including site visits, chart review and peer review.

**Minimum Qualifications:** Master's degree in nursing, public health or related field from an accredited college or university AND two years of PHN experience AND current Georgia Professional Nurse license AND CPR certified OR Bachelor's degree nursing from an accredited college or university AND Five years of PHN experience AND current Georgia Professional Nurse license AND CPR certified OR two years of experience at the lower level PH Nursing Prog Consultant 1 (HCP210) or position equivalent AND current Georgia Registered Professional Nurse license AND CPR certified.

**Preferred Qualifications:** Teaching, and educational material development experience.

**Salary Information:** \$ 51,030 annual / Pay Grade L

**Applications Accepted:** March 26, 2019 – April 25, 2019

**TO APPLY:** In order to successfully apply for a position; the hiring agency requires interested applicants to complete the Cobb & Douglas Public Health's Online Employment Application. This job application can be found at: [www.cdph-ess.com](http://www.cdph-ess.com). Click on "**Employment Opportunities**" and locate this position, click "**Apply**" and begin your application process.

Thank you for your interest in CDPH. Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.

Requirements for this position may be subject to: Pre-Employment Drug Screening, Criminal Background Check/Fingerprinting, Previous Employment Reference Check, Specific Immunizations, Motor vehicle check, and/or Education and/or Licensure verification.

If you require accommodations under the American Disability Act (ADA), email request by the closing date of this announcement to: [Camilla.Barnes@dph.ga.gov](mailto:Camilla.Barnes@dph.ga.gov)

CDPH has adopted the Council on Linkages Core Competency for Public Health Professionals.  
AN EQUAL OPPORTUNITY EMPLOYER