



Macon County Health Department

Job Opening

- Job Title:** Part-Time or Full-Time Clinic Nurse Registered Nurse (RN)
- Division:** Clinical Nursing Services
- Minimum Qualifications:** Must have certification of graduation from a school of nursing approved by the Department of Professional Regulation; a current Illinois license as a Registered Nurse by examination; and one (1) full year nursing experience. Must be knowledgeable in immunizations and pediatric or family healthcare. Must be able to establish and maintain positive working relationships with clients, healthcare providers, community agencies, the general public, and other professional personnel. Must have the ability to work with diverse community groups. Registered Nurse must submit proof of 20 Continuing Education Units (CEUs) every license period; copy of license; and copy of CPR/AED card.
- Requires an individual be physically able to meet the demands of the job including bending, squatting, lifting up to 25 pounds, and assisting with holding during immunizations. Must be physically able to get in and out of car many times per day in all types of weather and be able to adapt in a positive manner to various client living conditions. Must have a dependable vehicle for use during work hours, valid Illinois Driver's License, and appropriate auto insurance.
- Summary of Job Duties:** Assists during clinics as needed including, but not limited to: communicable disease, STI, TB, lead testing, and foreign travel consultations and vaccinations. Administers immunizations as needed in all clinics. Consults with parents, guardians, and patients on immunizations and side effects. Completes required forms and schedules next immunization appointment. Acts as staff nurse for STI Clinic, which requires completion and passing of STI required modules, training course, and exam. Interviews patients draws laboratory specimens, administers immunizations, and provides medications as needed. Works in TB area as needed after completing TB training. Administers and reads TB tests. Completed required documentation. Assists with answering questions regarding foreign travel vaccines. Administers foreign travel vaccines and completes documentation. Completes Yellow Fever Vaccine Training online course. Attends workshops, conferences, and state updates as directed by the Supervisor(s). Assists with preparation of immunization clinic charts for upcoming clinics as needed. Assists with public health nursing telephone calls. Gives presentations and attends staff health fairs in the community as requested. Performs lead tests on children and/or pregnant women as requested and/or required. Assists with follow up as needed.
- How to Apply:** Applications can be picked up at the Macon County Health Department Front Desk at 1221 E. Condit, Decatur, Illinois, or you can go to our website, www.maconcountyhealth.org to print a copy of the application. Completed applications should be submitted to Macon County Health Department Attention: HR at 1221 E. Condit, Decatur, Illinois, 62521 or emailed to hr@maconchd.org