



Contribute to the City of Hamilton, one of Canada's largest cities - home to a diverse and strong economy, an active and inclusive community, a robust cultural and dining scene, hundreds of kilometers of hiking trails and natural beauty just minutes from the downtown core, and so much more. Join our diverse team of talented and ambitious staff who embody our values of sensational service, courageous change, steadfast integrity, collective ownership and being engaged empowered employees. Help us achieve our vision of being the best place to raise a child and age successfully. #BeTheReason

- **Job ID #30666: Public Health Nurse (4)**
- **Union:** ONA Local 50 Health
- **Job Description ID #: 1270**
- **Duration: 4 - 2 permanent full-time and 2 temporary full-time up to 18 months.**
- **Close date:** Interested applicants please submit your application online at [www.hamilton.ca/city-council/jobs-city](http://www.hamilton.ca/city-council/jobs-city) by 4:00 p.m. on **January 8, 2025.**
- **Internal applicants should apply with your work e-mail address.** External applicants are considered only after the internal posting process has been completed. Only applicants chosen for an interview will be contacted.

## SUMMARY OF DUTIES

Reports to a Program Manager. A Public Health Nurse (PHN) integrates knowledge from public health sciences, primary health care, nursing science, and the social sciences to promote, protect and preserve the health of populations. PHNs use their clinical understanding and knowledge of the health and illness experiences of individuals, families and communities in their population health promotion practice. PHNs work in a wide range of settings with diverse health and inter-sectorial partnerships to address health equity and achieve population health outcomes. PHNs are expected to: (1) understand and adhere to the current Canadian Community Health Nursing Standards of Practice and Public Health Nursing Discipline-Specific Competencies; (2) carry out activities under the direction of the Medical Officer of Health or designate, in compliance with the *Regulated Health Professions Act, Nursing Act, Health Protection and Promotion Act*, and other relevant legislation; and (3) comply with City, Department, Division and Program policies and procedures and uphold the corporate values of accountability, cost-consciousness, equity, excellence, honesty, innovation, leadership, and teamwork. In addition to regular activities, PHNs are expected to fulfill assigned roles in response to a public health threat or emergency situation.

## **JOB ASSIGNMENT**

The Health Promotion Team is an inter-professional team that collaborates with internal Healthy Families Division programs and community and provincial partners. The PHN will work with internal Healthy Families programs and community partners to support comprehensive health promotion strategies across the lifespan including influencing healthy local public policy, contributing to the establishment of supportive social and built environments, and strengthening community action. The position requires the PHN to collaboratively plan, implement and evaluate health promotion initiatives by working both independently and in teams. The PHN will take on leadership roles with internal and external partners as appropriate. The PHN will identify priorities and best practices for targeted health promotion initiatives by reviewing evidence, local priorities, population health data and trends and make recommendations to Program Manager based on evidence. The PHN will remain aware of innovative and effective health promotion strategies reported in the literature and through networking and professional development activities. The position requires the PHN to create planning documents, develop processes to support decision-making and verbal and written reports as requested by Program Manager (e.g., Project Charters, Status Reports, Briefing Notes). The PHN will collaborate with Healthy Families Division service delivery teams on the development, implementation and evaluation of program evaluation and continuous quality improvement projects.

## **RESPONSIBILITIES**

*\* Client = individual, group, community, and/or population*

### **1. PLANNING**

- Maintain familiarity with the City of Hamilton Strategic Plan and Public Health Services Plans and contribute to modifications of current/development of future plans as requested by the Program Manager.
- Contribute to the development of program operational plan.
- Develop and maintain an individual work plan, coordinating with the Program Manager and team to ensure that program operational plan priorities are addressed.
- Collaborate with clients to conduct a comprehensive assessment of assets and needs.
- Use a variety of information sources to access high quality data and research findings to plan programs and services.
- Apply epidemiological principles for planning strategies (e.g., screening, surveillance, immunization, communicable disease response, outbreak management, and health education).
- Apply relevant theories and concepts in the planning of strategies to shift social norms and facilitate behaviour change.
- Develop appropriate and mutually agreed upon plans and priorities for care with the client.
- Ensure appropriate and timely communication with manager and other team members about relevant issues in the care of clients.

- Utilize a range of population health promotion strategies including policy development, social marketing, counselling and health education, and direct clinical care strategies.

## **2. PROGRAM DELIVERY, RESOURCE MANAGEMENT AND CONTINUOUS IMPROVEMENT**

- Implement programs and services according to established program, divisional, departmental and corporate policies and procedures.
- Participate in the development and review of program, divisional, and departmental policies and procedures as requested by the Program Manager.
- Participate in the development, implementation, and auditing of medical directives as requested by the Program Manager.
- Utilize a comprehensive health promotion framework using appropriate strategies that take into account the social determinants of health.
- Implement social marketing, media and advocacy strategies to raise awareness of health issues and place issues of social justice and health equity on the public agenda.
- Use a client centered approach to help the client identify strengths and available resources to access health and take action to address their health needs.
- Support clients to overcome health inequities and take responsibility for maintaining or improving their health by increasing their knowledge, influence and control over the determinants of health.
- Facilitate informed decision-making.
- Use harm reduction principles to identify and reduce or remove risk factors.
- Use knowledge of the community to link with and refer to community resources or develop appropriate community resources as needed.
- Facilitate maintenance of health and the healing process for clients in response to significant health emergencies or other community situations that negatively impact health.
- Build individual and community capacity by actively involving and collaborating with clients.
- Advocate for equitable access to healthcare and other services.
- Use appropriate strategies to overcome inequities and facilitate access to services and health-supporting conditions for potentially vulnerable populations (e.g., outreach, home visits, etc.).
- Build a network of relationships and partnerships with a wide variety of community partners to address health-related issues.
- Within the parameters of departmental, divisional and program policies, collaborate with colleagues, health professionals and community partners to contribute to comprehensive client care and optimal client care outcomes.
- Involve the client as an active partner in applying community development principles to identify relevant needs, perspectives and expectations.
- Maintain professional boundaries in all relationships being aware of settings where the professional and social relationships may become blurred.

- Document nursing activities in a timely and thorough manner according to the College of Nurses' of Ontario Standards of Practice, as well as departmental, divisional, and program policies.
- Engage in program, divisional and departmental evaluation, performance measurement, and continuous quality improvement processes as assigned.
- Develop Board of Health reports as required by Program Manager.
- Participate in research projects as approved by Program Manager.
- Contribute to the budget reporting process as requested by Program Manager.
- Fulfill assigned role in response to a public health threat or emergency situation. Assigned roles may include redeployment to assist in the response to the event, or for business continuity purposes.

### **3. PEOPLE DEVELOPMENT AND MANAGEMENT**

- Participate with the Program Manager on scheduling as appropriate.
- Develop and maintain an individual work plan and participate in the performance accountability and development process.
- Engage in reflective practice to continually assess and improve personal public health nursing practice.
- Work with the Program Manager to identify and address areas for professional growth. Seek professional development experiences that are consistent with public health nursing competency and/or content areas and business plans of the department.
- Support student placements in the role of preceptor or clinical faculty as negotiated with the Program Manager.
- Comply with occupational health and safety legislation and measures provided for use.

### **4. ORGANIZATIONAL DEVELOPMENT**

- Actively and constructively participate in suggesting, planning and implementing changes within the organization.
- Contribute to a positive work environment.
- Act in accordance with City of Hamilton standards of conduct and respects the organization's business agenda by fulfilling all job responsibilities.
- Act as an ambassador for the City of Hamilton when communicating with internal and external partners.
- Stand by decisions that benefit the broad goals and objectives of Public Health Services, even if the decisions are unpopular or controversial.

Public Health Nurses are expected to perform other duties as assigned which are directly related to the major responsibilities of the job.

**OTHER:**

- Public Health Nurses work in a variety of settings including: community spaces, schools, client homes, clinic settings, and open concept office spaces.
- Intense auditory and visual concentration required.
- May be required to lift, carry and transport program resources to and from various work settings.
- Must have access to time and cost-efficient transportation to meet program delivery needs.

**QUALIFICATIONS**

1. Entitled by the College of Nurses of Ontario to practice as a Registered Nurse with current registration with College of Nurses of Ontario in the general class, Registered Nurse (RN) category.
2. Baccalaureate Degree in Nursing from a recognized and accredited program.
3. Previous experience in public health nursing preferred.
4. Demonstrated proficiency in the competency areas set out by the Core Public Health Competencies and the Public Health Nursing Discipline Specific Competences.
5. Demonstrated ability to practice nursing independently within the domains set out by the Canadian Community Health Nursing Standards of Practice.
6. Demonstrated ability to adhere to the Practice Standards and Guidelines set out by the College of Nurses of Ontario as they relate to the public health practice setting.
7. Demonstrated proficiency in establishing and maintaining therapeutic nurse-client relationships with individuals, families and groups from diverse socioeconomic and cultural backgrounds.
8. Demonstrated ability to effectively communicate using written, verbal, non-verbal, and technical skills.
9. Demonstrated ability to form professional and collaborative working relationships and function as a member of an interdisciplinary team.
10. Demonstrated ability to set and maintain high performance standards while practicing independently to achieve results.
11. Demonstrated ability to apply the values of accountability, cost-consciousness, equity, excellence, honesty, innovation, leadership, and teamwork.
12. Demonstrated ability to engage in reflective practice and in constructive dialogue about professional development.
13. Provision of a vehicle for use on the job.
14. Must have a valid Class "G" Driver's Licence.

**NOTE:** The successful candidate will be required to provide immunization records, which may include TB testing prior to the start of employment to meet the requirements of the Staff Immunization and Surveillance Policy and Procedure.

**Disclaimer:**

Be advised that Human Resources frequently audits resumes of internal/external applicants to ensure/validate information provided is consistent and trustworthy. Falsification of information provided at any time throughout the recruitment process may be grounds for disqualification, and for internal applicants, subject to discipline up to and including termination.

**Terms:**

The City is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. Consistent with our Values and Corporate Culture Pillars, the City of Hamilton is committed to providing equitable treatment to all with respect to barrier-free employment and accommodation without discrimination. The City will provide accommodation for applicants in all aspects of the hiring process, up to the point of undue hardship. If you have an accommodation need, please contact Human Resources as soon as possible to make appropriate arrangements.

Location Hamilton, Ontario (Hybrid)

Department - Healthy & Safe Communities

Employment Type – Permanent & Temporary, Full-Time

Compensation - \$38.934 - 52.555