

1. IDENTIFICATION

Position No.	Job Title	Supervisor's Position	Financial Code
See Appendix	Public Health Nurse	See Appendix	See Appendix
Department	Division/Region	Community	Location
Health	See Appendix	See Appendix	See Appendix

2. PURPOSE

<p>Main reason why the position exists, within what context and what the overall end result is.</p> <p>The Public Health Nurse (PHN) provides public health services to individuals and groups in the community in accordance with the public health program standards set by the Chief Medical Officer of Health (CMOH). The purpose of this position is to protect, restore and promote health and reduce the incidence of disease and disability through health promotion, health protection and disease/injury prevention activities.</p> <p>The PHN will be responsible for public health programs as determined by the needs of the community with a focus on maternal child health, school health, communicable diseases and immunizations. The PHN will work with others in the community on a range of public health issues as determined by community priorities.</p>
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3. SCOPE

<p>Describe in what way the position contributes to and impacts on the organization.</p> <p>The PHN focuses primarily on maternal/child health, school health, communicable disease and immunization programs in order to improve the health of the population and assist the territory in meeting its public health goals.</p> <p>The PHN serves as a resource for individuals and groups within the community, providing a public health perspective to community initiated health promotion strategies.</p> <p>The PHN works as part of the regional population health team, consisting of Community Health Development Coordinators, Regional Wellness Programs Coordinators, Supervisor Community Public Health Nursing, Community Health Representatives, Environmental Health Officer, Regional Nutritionist and Regional Dental Coordinator to assist the community in defining and implementing their vision of a healthy community.</p> <p>The PHN also works in collaboration with the primary health care team to improve the health of the community.</p>

4. RESPONSIBILITIES

Describe major responsibilities and target accomplishments expected of the position. For a management position, indicate the subordinate position(s) through which objectives are accomplished.

Provides Public Health programming by:

- Providing care within the guidelines outlined by RNANT/NU scope of practice, Code of Ethics by the Canadian Nurses Association, NEU collective agreement and Government of Nunavut policies.
- Assessing the health of the population and identifying priority health needs.
- Providing maternal child health programming to pregnant women and families of infants and young children. This may include reproductive health for adolescents, prenatal classes and home visits to pregnant/postpartum families as well as well child care to five years of age and preschool screening.
- Delivering and evaluating childhood and school-age immunization programs in accordance with the Nunavut Immunization Manual.
- Using the Nursing Process (assessment, planning, implementation and evaluation) when providing direct client care and carrying out population health initiatives.
- Providing best practices in health education to parents and guardians regarding children in their care using a culturally sensitive and culturally inclusive approach.
- Promoting the autonomy of clients by empowering them to express their health needs and values and guiding them to obtain appropriate information and services.
- Acting in a manner consistent with professional nursing code of ethics, responsibilities and standards of practice.
- Collaborating with a variety of health professionals and organizations at the community, regional and territorial level. Examples include: Environmental Health Officers (EHOs), Regional Communicable Disease Coordinators (RCDCs), PHNs in other communities, Community Health and Wellness Committees (CHWCs), Community Health Development Coordinator's (CHDCs), Supervisors Community Public Health Nursing (SCPHNs), Supervisors Community Health Programs (SCHPs), Community Health Nurses (CHNs) Community Physicians, Hunters and Trappers Organizations (HTOs), RCMP, Hamlets, schools, and day-cares.

The PHN will participate in Health Protection activities and respond to Public Health emergencies by:

- Receiving notification from the RCDC of reportable communicable diseases in the community and conducting public health case and contact management as per the Nunavut Communicable Disease Manual.
- Providing health education and support to families and the community in the event of communicable diseases.
- Delivering the TB program as appropriate for the TB epidemiology in the community under the direction of the SCHP, RCDC and CMOH.
- Collaborating and liaising with CMOH, DCMOH, and other territorial, regional, and health centre staff in outbreak management.
- Participating in public health surge capacity.
- Maintaining up-to-date knowledge and acting in a defined role in community health emergency management plans.

Provides public health nursing services to communities based on relevant DH policies and

protocols by:

- Conducting community and client assessments and interventions within the scope of public health nursing and according to policies of the GN, and participating in a reciprocal referral process with other health professionals.
- Maintaining confidentiality of all client related information.
- Maintaining professional competence in public health and population health by attending in-service sessions, conducting self-directed studies, pursuing professional development activities, and reviewing current public health literature and evidence based best practices.

The PHN works to build community capacity by:

- Acting as a resource to health centre staff in public health programs and initiatives by providing public health expertise.
- Acting as a resource to the CHRs in delivering community health promotion initiatives.
- Acting as a resource and providing support to individuals and community groups in providing community or GN initiated health promotion and health education programs.

Performs other functions which may include:

- Participating in the orientation of new nurses, physicians, students, CHRs, and support staff to provide a population health and public health programs perspective.
- Traveling to other communities to assist with PH program delivery as required.
- Serving on community, regional and territorial committees to assist in developing public health programming or to provide public health expertise.

5. KNOWLEDGE, SKILLS AND ABILITIES

Describe the level of knowledge, experience and abilities that are required for satisfactory job performance.

Education and Registration:

- Bachelor Degree of Nursing, or Diploma in Nursing with Certificate in Public Health.
- RNANT/NU registration or ability to obtain registration prior to start date.
- Current CPR (c) certification.
- Criminal and vulnerable sector checks.
- A valid driver's license.

Within 3 months of hire

All relevant certifications including TB and immunization. Preference will be given to candidates with:

- Two years public health nursing experience.
- Experience in remote and isolated communities.
- PHAC Skills Online courses.
- CNA CHNC certification.

Knowledge:

- Knowledge of current trends in health promotion/disease prevention practices and programs.
- Knowledge of core competencies for public health in Canada.
- Knowledge of Community Health Nurses of Canada (CHNC) public health nursing competencies, standards of practice, and professional practice model.

- Knowledge of outbreak management processes.
- Understanding of cultural safety in public health for an Inuit population.

Abilities

- Group facilitation, team, teaching, and communication skills.
- Crisis and conflict resolution skills.
- Demonstrated leadership and analytic skills.
- Case management.
- Proficiency in computer software such as Word and Excel.

This is a highly sensitive position. Criminal and vulnerable sector checks are required.

WORKING CONDITIONS

Physical Demands

Indicate the nature of physical demands and the frequency and duration of occurrences leading to physical fatigue.

- The incumbent in this position will experience moderate physical fatigue or physical stress.
- This position demands that the nurse be physically mobile in the community, capable of lifting and carrying equipment and standing for long periods of time.

Environmental Conditions

Indicate the nature of adverse environmental conditions, to which the jobholder is exposed, and the frequency and duration of exposures. Include conditions that disrupt regular work schedules and travel requirements.

- The incumbent will experience mild physical discomfort in this position as the incumbent will be exposed to the following:
 - Travel within the community in adverse winter weather conditions.
 - Exposure to blood and body fluids, infectious materials and hazardous substances.
 - Exposure to communicable diseases.

Sensory Demands

Indicate the nature of demands on the jobholder’s senses to make judgements through touch, smell, sight and hearing, and judge speed and accuracy.

- This position will require considerable sensory attention as the incumbent is expected to administer public health prevention and promotion to the community.

Mental Demands

<p>Indicate conditions that may lead to mental or emotional fatigue.</p> <ul style="list-style-type: none"> ▪ Considerable mental stress will result as the incumbent will experience the following: <ul style="list-style-type: none"> ○ Conflicting priorities, high demands for service and the need to constantly teach and motivate clients. ○ Focusing on detailed and highly complex community client care issues on a regular basis. ○ Regularly using good judgment and common sense while making decisions outside the normal scope of practice.
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7. CERTIFICATION

<p>_____ Employee Signature</p> <p>_____ Printed Name</p> <p>_____ Date</p> <p>I certify that I have read and understand the responsibilities assigned to this position.</p>	<p>_____ Supervisor Title</p> <p>_____ Supervisor Signature</p> <p>_____ Date</p> <p>I certify that this job description is an accurate description of the responsibilities assigned to the position.</p>
<p>_____ Deputy Head Signature</p> <p>_____ Date</p> <p>I approve the delegation of the responsibilities outlined herein within the context of the Attached organizational structure.</p>	

8. ORGANIZATION CHART

Please Attach Organizational Chart indicating incumbent’s position, peer positions, subordinate positions (if any) and supervisor position.

“The above statements are intended to describe the general nature and level of work being performed by the incumbent of this job. They are not intended to be an exhaustive list of all responsibilities and activities required of this position”.

9. Appendix A – List of Positions and Corresponding Information

Community	Position	Supervisor	Freebalance Code
Cape Dorset	10-13290	10-04785	10602-01-2-210-1000000-01
Cambridge Bay	10-10170	10-05526	10540-01-4-410-1000000-01
Clyde River	10-13844	10-04779	10603-01-2-215-1000000-01
Iqaluit	10-04791	10-04752	10541-01-2-235-1000000-01
Iqaluit	10-04792	10-04572	10541-01-2-235-1000000-01
Iqaluit	10-09612	10-04752	10541-01-2-235-1000000-01
Iqaluit	10-13401	10-04752	10541-01-2-235-1050025-01
Pond Inlet	10-13842	10-04779	10610-01-2-255-1000000-01
Pond Inlet	10-13843	10-04789	10610-01-2-255-1000000-01
Rankin Inlet	10-09258	10-09300	10540-01-3-320-1000000-01
Qikiqtarjuaq	10-13845	10-04782	10611-01-2-205-1000000-01
Pangnirtung	10-13913	10-04783	10626-01-3-320-1000000-01