

**Vacancy Announcement –Public Health Services Registered Nurse (RN)  
St Joseph County**

Under the supervision of the Community Health Services Supervisor, provides professional nursing care to clients that are eligible for Children’s Special Health Care Services (CSHCS) or community members who need help with resources. Assists in evaluating, developing, monitoring and coordinating plans of care to assist CSHCS program participants in accessing the broadest possible range of appropriate medical care, health education and support. Addresses barriers that prevent individuals with special health care needs from receiving this assistance and promotes parent/professional collaboration in all aspects of the program.

**Employment Qualifications:**

Education: Current Michigan Registered Nurse license is required. Bachelor’s Degree Preferred.

Experience & Required Skills:

- Two to more years of experience in public health nursing.
- Ability to critically assess situations and solve problems, and to work effectively under stress, within deadlines, changes in work priorities, and in emergency situations.
- Ability and training in serving children with special health care needs.
- Ability to respond to emergencies or service needs on a 24-hour basis.
- Skill in providing nursing procedures and services to a variety of clients.
- Considerable knowledge of immunizations and schedules, communicable diseases, reproductive health issues, and administering various health tests.
- Skill in the use of office equipment and technology, including Microsoft Suite applications, software programs utilized by the Community Health Agency, applicable medical devices, and the ability to learn new software programs applicable to the position.

Special Requirement: Must have a valid Michigan Driver’s License and reliable transportation, as work-related travel may be required.

**Salary and Fringe Benefits:**

This is a full-time position, 37.5 hours per week with a starting wage of \$27.70 per hour. BHSJCHA offers a full range of fringe benefits including: Health, Dental, Optical, Life Insurances, Sick and Annual Leaves, an Employer Contributed Retirement Savings Plan, and Flexible Spending Plan.

**Application Process:**

Qualified applicants should submit their resumes and cover to:  
Kayse O’Donnell, Human Resource Support Specialist  
Branch-Hillsdale-St. Joseph Community Health Agency  
570 Marshall Rd  
Coldwater, MI 49036  
Email: [odonnellk@bhsj.org](mailto:odonnellk@bhsj.org)

Branch-Hillsdale-St. Joseph Community Health Agency is an equal opportunity employer that values diversity. All employment decisions are based on qualifications, merit, and business need.



# benefits of working in PUBLIC HEALTH

*Helping people live healthier*

Why work in public health?

- Make a difference in the community
- Promote a healthy environment
- Job stability and opportunities for career development
- The field is ever evolving and you can influence health policy
- Improve the lives of children, families, and the elderly
- Eradicate disease



- 12 Paid Holidays -no waiting to be eligible for holiday pay
- Health, Dental, and Vision insurance coverage begins 1st day of employment. Plan options as low as \$0 employee contribution.
- Vacation Time accrues from first day of employment, 16 days earned in the first year.
- Sick Time accrues from first day of employment, 12 days annually
- Work week is 37.5 hours, and generally Monday-Friday from 8 am - 4 pm.
- Company paid Life Insurance and Short-term Disability
- AFLAC options available
- Healthcare Savings and Flexible Spending Accounts available
- Municipal Employee Retirement System with employer contribution of 5%
- Qualified Employer under the Public Service Student Loan Forgiveness Program

[www.bhsj.org/careers](http://www.bhsj.org/careers)