

GREENE COUNTY HUMAN RESOURCES DEPARTMENT
411 MAIN STREET, CATSKILL, NEW YORK 12414
(518) 719-3775 • (518) 719-3772 (FAX) • hr@greencountyny.gov

NOTICE OF VACANCY

DEPARTMENT: GREENE COUNTY FAMILY PLANNING
JOB TITLE: LICENSED PRACTICAL NURSE (PUBLIC HEALTH/FAMILY PLANNING)
HOURLY RATE: \$24.63 (Grade 11, Step 0)
POSTING DATE: JANUARY 30, 2025
DEADLINE: FEBRUARY 5, 2025

This position assists in providing quality care to the patients of the Greene County Public Health Department Diagnostic and Treatment Center including the Family Planning Clinic. The incumbent also fulfills an informational role with clients, as well as providers and agency staff. The duties are performed within the scope of practice as defined by the Licensure of a Licensed Practical Nurse under the direct supervision of the Public Health Director, the Deputy Public Health Director and/or the Family Planning Clinic Manager. Does related duties as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of current routine nursing practice as outlined in the New York State requirements for a Licensed Practical Nurse; Working knowledge and understanding of the New York State Practice Act and the American Nurses Association (ANA) Standards of Nursing Practice; Ability to communicate effectively both verbally and in writing; Ability to understand and carry out verbal and written directions; Ability to work effectively with staff, patients, and others; Ability to maintain confidentiality; Good judgment, tact, and courtesy.

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a high school equivalency diploma **and** either:

- A. Graduation from an accredited school of nursing;
- OR**
- B. Completion of a course of study approved by the New York Education Department as qualifying for a Licensed Practical Nurse.

SPECIAL REQUIREMENTS:

1. Possession of current New York State licensure as a Licensed Practical Nurse at time of appointment.
2. Possession of a valid New York State driver's license is required at the time of appointment and must be maintained throughout employment.

Applicants or those eligible for original appointment to the classified service in Greene County Government that receive a conditional offer of employment must successfully pass a background check and drug screen.