



# Township of Hillsborough

COUNTY OF SOMERSET  
THE PETER J. BIONDI BUILDING  
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## **Job Announcement Hillsborough Township Health Department**

The Hillsborough Township Health Dept. is seeking a COVID 19 Generalist with Public Health Nursing background to assist with COVID 19 prevention activities, as well as to provide education and training, and develop a sustainable public health nursing program. This is a part time temporary position that is supported by a grant from the NJ Department of Health. The grant runs from July 1, 2021 through June 30, 2022, with the potential for a one year renewal.

The Covid-19 Generalist/Public Health Nurse will work with the Covid-19 Generalist/Health Educator on Covid-19 activities, and will perform the following duties:

1. Meeting weekly or more frequently with the Health Officer and the Health Educator, to identify work assignments in which the LHD needs assistance during COVID-19.
2. Working with the Vulnerable Populations Outreach Coordinators to form and implement a sustainable health and wellness plan for vulnerable populations identified in Hillsborough Township.
3. With the Health Educator, plan and implement vaccination and testing clinics. Conduct contact tracing and outbreak control, resolve laboratory reporting issues within the jurisdiction, and other COVID-19 related activities .

As part of the vaccination clinics, the nurse will be responsible for maintaining vaccination data, directing nurses and contact tracers, managing vaccine supply which includes ordering, storage, and administration, and training nurses working at clinics.

4. Development of General Operating Guidelines for the above activities, and develop a training program for clinic nurses.
5. Updating the POD plan for Vaccination clinics with the Office of Emergency Management, the Health Officer, and the Health Educator.
6. Preparing monthly reports based on COVID-19 work assignments and submitting them regularly to the health officer.

**Qualifications:**

Minimum Public Health Nurse with RN ( must have own malpractice insurance)

Candidates must have graduated from an accredited college with a Bachelor's Degree in Nursing Science or Public Health Nursing Science approved by the National League of Nursing, and must possess a Valid Registration as a professional nurse in New Jersey. Spanish speaking is a plus.

Please send resume to: Siobhan Spano, Health Officer [sspano@hillsborough-nj.org](mailto:sspano@hillsborough-nj.org)

Hourly rate up to \$48 per hour for 20 hours per week.