



**Human Resources**  
**P.O. Box 400**  
**Okmulgee, OK 74447**

**POSITION:** Public Health Nurse-Okmulgee Clinic  
**VACANCY ANNOUNCEMENT:** CN-21-21

**STARTING SALARY:** Negotiable  
**CLOSING DATE:** Open Until Filled

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The Muscogee (Creek) Nation Department of Health (MCNDH) provides comprehensive health care services to Native Americans living within the Muscogee (Creek) Nation. MCNDH is an integrated system of six health centers, an Express Care Clinic, two hospitals, a physical rehabilitation center and nine comprehensive community health programs Offering services across the lifespan including pediatrics, family medicine, nursing, dental, laboratory, radiology, pharmacy, behavioral health, emergency medical, audiology, nutrition, physical therapy and optometry.

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**DESCRIPTION OF ASSIGNMENT:** The purpose of the position is to provide multiple aspects of quality public health nursing care through community outreach efforts to prevent disease and to promote wellness within the Muscogee (Creek) Nation service area. Public Health Nurses provide and coordinate advanced patient care and provide detailed education to the public about many illnesses and health conditions.

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**REQUIREMENTS:** Candidates must meet the following requirements:  
Bachelor in Nursing Degree. Two (2) years' experience in the field of Public Health Nursing or documented Public Health education. Current Registered Nurse license from Oklahoma Board of Nursing and CPR certification required.

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**EVALUATION METHODS:** Applicants who meet the requirements described above will be evaluated to determine the extent to which they possess or have the potential to acquire knowledge, skills, abilities and personal characteristics, (KSAP's) required of this position. Applicants should address the following KSAP's on a separate attachment to their application.

1. Knowledge of acceptable standards of public health nursing practices, principle and theories.
2. Knowledge of age appropriate patient teaching/counseling techniques.
3. Skills in public speaking to effectively communicate public health nursing concepts to individuals and groups in a culturally sensitive manner.
4. Ability to communicate and accept varied lifestyles, healing methods and practices.
5. Knowledge of safety and risk management concepts and standards
6. Ability to communicate and coordinate with healthcare professionals to ensure compliance with safety policies and procedures.
7. Skill in organizing multiple projects including planning, goal setting and prioritizing, in order to manage projects effectively.
8. Ability to work with others in a team environment and be an effective contributor in committee work.
9. Ability to communicate courteously and effectively with health care professionals as well as the public, both orally and in writing.
10. Knowledge of privacy act and maintenance of confidentiality
11. Skill in use of computer and other office equipment
12. Knowledge of Emergency management and emergency preparedness to work with and assist with emergency management protocols when needed.

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**APPLICATION PROCEDURES:** Apply online at [www.creekhealth.org](http://www.creekhealth.org). (Current employees must use a transfer request form available on the intranet home page under forms). The KSAP's as outlined in the Evaluation Methods section should be addressed, but are not required. For further information call Jeremy Smith at (918) 732-7828. The Department of Health is an Equal Opportunity Employer; however, Indian Preference will be applied in the case of equally qualified applicants.

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Staffing Coordinator

Date