

JOB POSTING #2026/021

POSITION:

Public Health Nurse – Communicable Disease Control Program – ONA

HOURS OF WORK:

Temporary Full-Time – 35 Hours Per Week (1.00 FTE)

EFFECTIVE:

As Soon As Possible to August 16, 2027 (subject to change)

LOCATION:

Main Office – North Bay

ADDITIONAL INFO:

Leave of Absence

POSITION SUMMARY:

Reporting to the Communicable Disease Control (CDC) program manager, the Public Health Nurse (PHN) applies nursing knowledge, social science, and public health principles to improve population health and reduce health inequities. Within the CDC program, PHNs contribute to planning and delivering initiatives that align with the [Ontario Public Health Standards](#) and the [Health Protection and Promotion Act](#), with a focus on increasing access to prevention resources in high-risk communities and settings. The PHN is responsible for case and outbreak management for Diseases of Public Health Significance (DOPHS) in community and congregate settings. This includes conducting surveillance, contact tracing, and clinical follow-up for enteric, respiratory, and other infectious diseases (e.g., tuberculosis). All work is aligned with the mission, vision, values, strategic priorities, policies and standards of the Board of Health.

QUALIFICATIONS:

Education, Experience, Knowledge, Skills & Abilities:

- BScN
- Current certificate of competence from the College of Nurses of Ontario
- Current certification in Basic Life Support (HCP)
- Certificate in Infection Control or willingness to become certified within 2 years
- Two years of recent experience as a registered nurse in an acute care, community and/or public health setting with experience in case management and outbreak management of clients with communicable disease
- Experience in program planning and evaluation, inventory monitoring and control, as well as statistical data management
- Experience in preparing and facilitating interest holder group collaboration
- Have initiated or completed a HB vaccination series or proof of immunity
- Knowledge of infectious disease epidemiology
- Knowledge and skills related to infection prevention and control
- Knowledge of health equity, health promotion, population health assessment, illness and injury prevention, emergency preparedness as well as community mobilization and capacity building strategies
- Knowledge of Federal, Provincial and Municipal legislation and regulations such as the *Health Protection and Promotion Act*, *Regulated Health Professions Act*, *Municipal Freedom of Information and Protection of Privacy Act*, *Personal Health Information Protection Act*, *Child, Youth and Family Services Act*, *Occupational Health and Safety Act* and the *Health Care Consent Act*
- Knowledge and experience working with databases and/or electronic medical records (e.g., iPHIS, ISCIS, COVaxOn, Panorama, PS Suites)
- Knowledge in providing nursing practice via telecommunication technologies

- Exceptional interpersonal skills
- Excellent verbal and written skills
- Excellent facilitation and negotiation skills
- Strong organizational and problem-solving skills
- Proficient use of computer technology including the use of Microsoft Office 365 programs (Word, Excel, PowerPoint, Teams), SharePoint, and applicable database applications
- Strong clinical documentation skills (including using an Electronic Medical Record)
- Self-motivated and able to complete assigned duties with minimal direction
- Ability to research and prepare proposals, literature reviews, program plans, briefs and annual reports
- Ability to foster a positive work environment and contribute to a healthy organizational culture
- Ability to work within a self-directed team and collaborate on a multidisciplinary team as well as with other health unit teams and community partners in program delivery
- Demonstrated analytical ability in order to research and prepare proposals, briefs and annual reports
- Shows discretion and appropriately handles confidential information
- Committed to providing exceptional client service
- Demonstrated commitment to continuous learning and quality improvement
- Ability to work flex hours, on-call and evenings as required
- Requires a valid "G" or "G2" Ontario Driver's Licence and access to a reliable vehicle
- Required to be available for redeployment to another location in Ontario, potentially on short notice and for extended time periods in the event of an outbreak

As a condition of employment, the successful candidate will be required to provide a Criminal Reference Check including the Vulnerable Sector Check: recent, within four (4) months at their expense and will be required to comply with the Health Unit's immunization [policies](#). Please refer to the individual [policies](#) for specific requirements and processes. Applicants requiring accessibility accommodation for the interview are asked to make such requests only when contacted for an interview.

HOURLY RATE:

BScN/PHN - Minimum \$46.78 to Maximum \$52.63
When on-call, compensated \$800 per week

CLOSING DATE:

Tuesday, August 4, 2026, at 4:00 p.m.

APPLICATION PROCESS:

If you wish to be considered for this position, please forward your resume, cover letter, proof of education and a copy of competence from the College of Nurses of Ontario required for this position to:

Austen Filiatrault, Human Resources Coordinator – Talent Management Attention:

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North Bay Parry Sound District Health Unit, 345 Oak Street West, North Bay, ON P1B 2T2 or Email:

human.resources@healthunit.ca

We thank all applicants for their interest, however only those applicants selected for an interview will be contacted.

Please Note: If you did not receive a confirmation email that your resume/application has been received, please contact Austen Filiatrault at austen.filiatrault@healthunit.ca for confirmation.

Once posting is closed, please refer to website for status of job posting.

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North Bay, ON P1B 2T2

📞 1-800-563-2808
705-474-1400

📠 705-474-8252

📍 90 Bowes Street, Suite 201,
Parry Sound, ON P2A 2L7

📞 1-800-563-2808
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📠 705-746-2711