



Bastrop County Job Posting

804 Pecan Street, Bastrop TX 78602

(512) 581-7120

An Equal Opportunity Employer

Title: Public Health Registered Nurse	Opening Date: January 7th, 2026	Application Deadline: Open until filled	Job #: 260102
Department: Bastrop County Public Health Department	Starting Salary: \$34.51 - \$36.51/hr	Location: Bastrop, TX	Travel: Moderate

INTERNAL AND EXTERNAL JOB POSTING

Brief Job Description: This position performs routine public health nursing work in clinic and/or patient home and community-based settings which will require regular and frequent travel in Bastrop County. Operates and maintains the Bastrop County Public Health Department clinic site and/or mobile clinic, which includes maintaining inventory and requisition of medical supplies, medications/biologicals, and equipment/supplies. Work involves the delivery of public health nursing patient care/services and essential public health services through the application of education, assessments, quality assurance and direct patient services. This position is not eligible for hybrid work settings. In the event of an urgent or emergent public health event, employee may be called upon to work hours which are outside the employee's usual work hours.

Knowledge, Skills and Abilities: Nursing techniques and procedures, essential public health services, epidemiology, health promotion, and community health nursing principles, practices, and procedures are required, along with knowledge of Federal and state laws and regulations related to public health, including communicable diseases, and current CDC Clinical Practice Guidelines for vaccines and communicable diseases (e.g., Hepatitis B, influenza, measles, mumps, rubella, pertussis, and COVID-19). This position also requires conducting clinical testing procedures (e.g., blood and sputum collection) and delivering treatments (e.g., intramuscular, subcutaneous, and subdermal injections). Proficiency in Personal Computer skills and software, including Microsoft Office, electronic health record systems, and State software (e.g., Immtrac2, Salesforce), is necessary to carry out essential job duties, as well as Professional Customer Service skills and knowledge of Bastrop County policies and procedures.

Minimum Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily, be a registered nurse licensed to practice in the state of Texas or a state that recognizes reciprocity through the Nurse Licensure Compact, and a valid Texas Driver's license (or a valid out of state Driver's license with the ability to obtain a TXDL within 90 days). The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Applicants may be subject to a criminal history investigation if the job duties include accessing Confidential Information and/or information covered under HIPPA.

Bastrop County does not discriminate on the basis of race, color, age, national origin, sex, religion or disability in employment or in its activities.

A Bastrop County Job Application is required and can be completed at:

[Bastrop County Employment Application](#)

Applications postmarked after the closing date will not be accepted. Unless otherwise indicated, regular attendance is an essential job requirement of all positions in the county. All positions requiring a degree and/or licensing require proof of degree and/or license. Your application for employment with Bastrop County may subject you to a criminal background check.

IMPORTANT NOTE TO ALL APPLICANTS: Only applicants scheduled for interviews will be contacted. If you are scheduled for an interview and require any reasonable accommodation in our interview process, please inform the hiring representative who calls you to schedule your interview. Whenever possible, please give the hiring representative sufficient time to consider and respond to your request. Thank you for considering employment with Bastrop County. This position has a six month eligibility list for qualified applicants. Visit our website at: <http://www.co.bastrop.tx.us/page/co.jobs>



BASTROP COUNTY, TEXAS Job Description

Job Title: Public Health Registered Nurse

Department: Bastrop County Public Health Department **FSLA Status:** Non-Exempt
Reports To: Executive Director (Administrative) and Medical Director (Clinical Services)

SUMMARY: This position performs routine public health nursing work in clinic and/or patient home and community-based settings which will require regular and frequent travel in Bastrop County. Operates and maintains the Bastrop County Public Health Department clinic site and/or mobile clinic, which includes maintaining inventory and requisition of medical supplies, medications/biologicals, and equipment/supplies. Work involves the delivery of public health nursing patient care/services and essential public health services through the application of education, assessments, quality assurance and direct patient services. This position is not eligible for hybrid work settings. In the event of an urgent or emergent public health event, employee may be called upon to work hours which are outside the employee's usual work hours.

SUPERVISION RECEIVED AND EXERCISED:

Receives supervision from the Bastrop County Public Health Department (BCPHD) Executive Director for Administrative functions and the Medical Director for Clinical functions.
Exercises no supervision.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

1. Provides nursing care and clinical services related to public health programs, including Texas Vaccines for Children (TVFC) and Adult Safety Net, and Emergency Disaster Preparedness and Response. Patients seeking or requiring HIV and Sexually Transmitted Diseases, Tuberculosis Control, Perinatal Hepatitis B Prevention Clinical Case Management, or other clinical services will be referred to other public health providers, e.g., the Texas Department of State Health Services Public Health Region 7, until Bastrop County has the capacity to offer additional clinical services;
2. Assesses and plans the delivery of direct public health services to individuals, families, and communities. Conducts physical assessments of patients and determines health needs, implements appropriate actions, and prepares and maintains client records, including electronic health records;
3. Adheres to approved Standing Delegation Orders (SDO), standard Operating Guidelines, nationally recognized Clinical Practice Guidelines for all clinical service programs and Class D Pharmacy Rules and Regulations; signs acknowledgement of annual SDO review;
4. Administers medications, immunizations and other biologicals, conducts testing and provides therapeutic and restorative treatments according to clinic procedures and approved BCPHD Standing Delegation Orders and individual physician orders, applying appropriate independent clinical judgment; seeks guidance from the Medical Director/Local Health Authority and/or other clinical experts when appropriate to deliver safe and effective patient care;
5. Identifies community health, social and related resources, makes appropriate patient/family referrals, and conducts follow-up as necessary;
6. Provides outreach, health counseling and education to individuals, families, and the community on a routine basis, and plans/participates in community initiatives and events;

7. Participates in communicable disease related services and interventions, including contact investigations, and in planning/training for and responding to public health emergencies and disasters, as directed and within the scope of nursing practice;
8. Provides exceptional customer service to County employees and the public. Serves as a team member and maintains a cooperative, professional attitude towards fellow workers, supervisors, county/state leadership, other healthcare providers/organizations, and the public; and,
9. Maintains confidentiality and security of all Bastrop County Public Health Department information and systems.

OTHER FUNCTIONS: Performs other job-related duties as directed by supervisor(s). **Regular attendance is considered an Essential Function of this job.**

NOTE: The essential functions describe the general nature and level of work being performed by employees holding this position. This is not intended to be a comprehensive listing of all duties and responsibilities required, nor are all duties listed necessarily performed by any one employee so classified.

MINIMUM QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily, be a registered nurse licensed to practice in the state of Texas or a state that recognizes reciprocity through the Nurse Licensure Compact, and a valid Texas Driver's license (or a valid out of state Driver's license with the ability to obtain a TXDL within 90 days). The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Applicants may be subject to a criminal history investigation if the job duties include accessing Confidential Information and/or information covered under HIPPA.

Knowledge of:

Nursing techniques and procedures, essential public health services, epidemiology, health promotion, and community health nursing principles, practices, and procedures;
Federal and state laws and regulations related to public health, including communicable diseases, and current CDC Clinical Practice Guidelines for vaccines and communicable diseases (e.g., Hepatitis B, influenza, measles, mumps, rubella, pertussis, and COVID-19);

Personal Computer skills and software, including Microsoft Office, electronic health record systems, and State software (e.g., Immtrac2, Salesforce) required to carry out essential job duties;

Professional Customer Service skills;

Proper English usage, spelling, grammar and punctuation, and medical terminology;

Standard office and clinic policies and procedures;

Bastrop County policies and procedures.

Skill in:

Providing nursing care and personal care services;

Conducting clinical testing procedures (e.g., blood and sputum collection) and delivering treatments (e.g., intramuscular, subcutaneous and subdermal injections);

Setting priorities and making judgments concerning health care;

Teaching and interviewing techniques.

Ability to:

Meet Texas Board of Nursing "Standards of Nursing Practice" (Rule 217.11) [https://texas-sos.appianportalsgov.com/rules-and-meetings?\\$_locale=en_US&interface=VIEW_TAC_SUMMARY&queryAsDate=08F25F2025&recordId=133132](https://texas-sos.appianportalsgov.com/rules-and-meetings?$_locale=en_US&interface=VIEW_TAC_SUMMARY&queryAsDate=08F25F2025&recordId=133132)

Perform health assessments across the age continuum, including assessment of patients with complex health conditions;

Interpret symptoms, assess the patient's status, and take appropriate nursing actions to maintain or restore health;

Compile and submit timely program reports and actively participate in programmatic meetings and site visitations.

Perform multiple tasks simultaneously in a timely manner;

Record, and disseminate accurate information from telephone conversations and personal contact;

Communicate clearly and concisely, both verbally and in writing;

Understand and follow verbal and written instructions;

Complete routine business and healthcare-related correspondence;

Effectively speak to individuals, families and small audiences from varied socio-economic and cultural backgrounds to convey information;

Properly interpret, understand and make decisions in accordance with laws, regulations and policies;

Conduct business with the public in a professional, courteous manner;

Function independently, exercise good judgment, manage multiple projects, and meet deadlines;

Establish and maintain effective working relationships with those contacted in the course of the job;

Demonstrate personal communication skills including effective telephone skills and public speaking;

Operate equipment, including clinical equipment, required to perform essential job functions;

Work independently in the absence of supervision;

Work in a safety-conscious environment and to follow and promote good safety practices;

Handle exposure to potentially hostile individuals;

Maintain strict confidentiality of information encountered in work activities at all times, including protected health information (PHI) and confidential information/data.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential duties of this job.

Maintain effective audio-visual discrimination and perception needed for:

Making observations, reading and writing, operating assigned equipment, and communicating with others;

Employee must have visual abilities including close vision, distance vision, color perception, depth perception, peripheral vision, and the ability to adjust focus.

Maintain physical condition needed to accomplish the performance of assigned duties and responsibilities, which may include:

Walking, sitting, or standing for long periods of time; Lifting and carrying materials weighing up to 25 pounds such as files or clinical equipment/supplies; Occasional climbing, stooping, crawling, squatting, &/or kneeling.

Maintain mental capacity sufficiently to accomplish the performance of assigned duties and responsibilities, which may include:

Handling stressful situations;

Interpreting federal, state and jurisdictional laws and regulations, including the Texas Health and Safety Code;

Effective interaction and communication with others;

Prepare clear and concise reports;

Making sound decisions in a manner consistent with the essential job functions.

EXPERIENCE, EDUCATION, and LICENSING:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain knowledge and abilities would be:

Experience:

Two years of clinical nursing experience, including one year of community, school, home health or ambulatory care setting experience.

Preferred:

Three years of clinical nursing experience in a community, school, home health or ambulatory care setting.

One year of clinical experience administering vaccines to child, adolescent and/or adult populations.

Bilingual in English/Spanish (spoken Spanish language preferred; ability to read/write Spanish is highly preferred).

Education:

Associate degree in Nursing

Preferred:

Bachelor's degree in nursing

Licensing:

RN registered to practice in the state of Texas or a state that recognizes reciprocity through the Nurse Licensure Compact. Submission of an application for employment as a licensed nurse constitutes permission for the Bastrop County Public Health Department to verify current RN licensure status prior to an offer of employment and to utilize the Texas Board of Nursing e-Notify system to conduct ongoing validation of nursing licensure status during employment.

Current healthcare provider Cardiopulmonary Resuscitation (CPR) course completion card; required to maintain a current certification during employment.

SELECTION GUIDELINES:

Formal application; rating of education and experience; oral interview; reference and other background checks; job-related tests may be required.

Drug and Alcohol Testing:

This position is subject to random and/or reasonable suspicion and/or post-accident testing for drugs and alcohol in accordance with applicable federal and state laws and County policy.

Communicable Disease Screening and Testing Requirements – Tuberculosis (TB):

Undergo an individual baseline (preplacement) risk assessment, symptom evaluation and testing of persons without prior TB or latent TB infection (LTBI) and annual symptom screening for persons with untreated LTBI, and annual TB education of all healthcare provider staff.

Vaccination Requirements:

Vaccination, or documented evidence of immunity, for measles, mumps, rubella, varicella, tetanus, diphtheria, and pertussis.

Recommendation:

Vaccinations including Hepatitis B (healthcare workers who have occupational exposure/no cost to employee), influenza, and COVID-19.

Employment At-Will:

This job description does not constitute an employment agreement and is subject to change. Under no circumstance is this job description, or any part of it, to be construed as a contract of employment, either express or implied.

Employment is at-will and may be terminated at any time by either the employer or employee.