



## SCHUYLER COUNTY CIVIL SERVICE

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Lorry Johnson  
Personnel Officer

### *Schuyler County Job Opening*

# Public Health Specialist

## Public Health

**SALARY:** \$29.68 per hour (35 hrs/wk) with excellent benefit package ranging from \$11,522 - \$30,988 which includes: NYS Retirement; Health Insurance; option for Deferred Compensation, paid sick, personal, holiday, and vacation time. For full details on benefits the CSEA Admin Unit contract can be found at <http://www.schuylercounty.us/DocumentCenter/View/566/CSEA-Local1000-Admin-Unit-1-1-2020-to-12-31-2025?bidId=>

**LAST DATE TO APPLY:** Review of applications will begin immediately. Applications will be accepted until position is filled.

**HOW TO APPLY:** Applicants **must** submit an original Civil Service “Application for Employment and/or Examination” to Schuyler County Civil Service Office at 105 Ninth St., Unit 21, Watkins Glen, NY 14891. **Applications can be submitted via mail, email, fax, or drop off box located outside of the County building.**

**VACANCY:** At the present time, there is one full-time (35 hours/week) opening in the Schuyler County Public Health Department. **The person hired will need to take a Civil Service test at a later date and be reachable on the list to gain permanency in the position.**

**RESIDENCY REQUIREMENT:** Candidates must have been **legal residents of Schuyler or a contiguous (Chemung, Seneca, Steuben, Tompkins and Yates) county** for at least one month immediately preceding the date of application.

**JOB DESCRIPTION:** Public Health Specialist is a professional, who designs, conducts and evaluates activities that help improve the health of all people with the goal of reducing the financial burden of health care in the future and improve health outcomes for Schuyler County’s population. These activities can take place in a variety of settings that include schools, communities, health care facilities, businesses, universities and government agencies. This is done by assessing community needs, assets and capacity; then plan health strategies, interventions and programs. Public Health Specialists administer the strategies, interventions and programs and also acts as a community resource person and advocates for health prevention and promotion.

### **TYPICAL WORK ACTIVITIES:**

Assist with and promote / support various health assessment plans including the Community Health Assessment and Community Health Improvement Plan;

Develop, implement and report on community needs assessment efforts in conjunction with other departments and community agencies;

Assist the community to design program services and develop strategies to address health disparities in Schuyler County;

Lead, supervise and direct the development of new work groups designed to respond to specific population based health risks;  
Develop, plan, evaluate and support community efforts to coordinate and integrate community health and behavioral health care;  
Collaborate with various public and private agencies regarding planning and operation of strategic health planning utilizing new technologies and media;  
Organize, facilitate, manage and evaluate community work groups focused on identified health improvement goals;  
Represent the Public Health Department and Schuyler County on specific boards, coalitions and planning groups, as assigned;  
Ability to act as the agency's liaison / linkage with individuals, agencies, community members and government representatives;  
Conducts communicable disease investigations due to exposure or diagnosis;  
Assess and evaluate community readiness for healthy lifestyle changes by various groups, i.e., age, institutions and local communities;  
Participates in public health preparedness activities as trained and assigned;  
Participate in on-call rotation;  
Performs other required duties, as assigned.

**MINIMUM QUALIFICATIONS:**

- A. Possession of a Bachelor's Degree in Health Education, Nursing, Human Services, Home Economics, Education or related field and at least one year of experience working in Public Health / health education program that includes a community outreach component.
- B. Possession of a Master's Degree in Health Education, Nursing, Human Services, Education or related field.

Must also possess a valid New York State driver's license.

**Note:** Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

Application is available at [www.schuylercounty.us](http://www.schuylercounty.us) or at the  
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Phone: 607-535-8190

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