

THE COUNTY OF SHASTA

<https://www.shastacountycareers.com>

INVITES APPLICATIONS FOR

HEALTH OFFICER



**\$16,799 - \$21,442 APPROXIMATE MONTHLY /
\$96.92 - \$123.70 APPROXIMATE HOURLY**

FINAL FILING DATE: CONTINUOUS

ABOUT THE POSITION

This position reports to the Health and Human Services Agency's Public Health Branch Director, and provides medical oversight and expertise to Public Health's programs and services, and works with state and local Public Health leadership and community partners to control and prevent the spread of communicable disease, prevent chronic disease and injury, and promote health and wellbeing in Shasta County.

DISTINGUISHING CHARACTERISTICS

This single position management class is designated as the "County Health Officer" as enumerated in California Health and Safety Code, sections 101000-101300. This position maintains primary responsibility for the enforcement of public health laws in both the incorporated and unincorporated areas of the County. This position is an unclassified, at will position.



EXAMPLES OF DUTIES

Enforces federal, state and local public health laws; develops and maintains knowledge of current and pending issues in public health, and makes recommendations designed to protect and promote the public's health accordingly; consults on public health activities such as: public health laboratory services, communicable disease control including sexually transmitted diseases and tuberculosis, immunization services, community health planning, school health services, public health education, maternal/adolescent and child health services, and the analysis and communication of health statistics and other community health assessments. Assists in the evaluation of public health programs and activities; encourages the Branch's orientation toward population-based public health and community health outcomes; consults with physicians in the diagnosis, management and investigation of cases of suspected or confirmed communicable disease; recommends measures to control spread of infectious disease and prevent epidemics, and to control chronic diseases and injuries; cooperates with federal and state public health groups in the enforcement of health and sanitation measures; interprets statistical or medical information to public health staff, interested individuals and groups; performs liaison role to the local medical community and represents Shasta County in State and/or national health officer groups and associations; recommends public health policy options to the Public Health Branch Director and others; works to increase access to public health services for hard-to-reach populations, and works toward increasing the cultural competency of staff and the Public Health Branch as an organization; attends meetings and represents the department as directed; provides input to program performance review; provides recommendations for long-range public health strategic planning, or goals and

objectives; may conduct various public health-related clinics; reviews the work of medical extender staff and laboratory and x-ray findings; responsible for the development of medically oriented policies, procedures and protocols and ensuring their approval, maintenance and adherence; reviews medical incident reports and recommends changes in procedure if necessary; serves as the Medical Health Operational Area Coordinator, and oversees the medical response of the department in the case of local disaster; prepares regular and special reports and correspondence.

QUALIFICATIONS

Any combination of education and experience sufficient to directly demonstrate possession and application of the following:

Knowledge of: Medical science and its application to public health; Federal, State and local laws governing public health work; principles, practices and terminology of modern medicine, especially preventive medicine, and public health; medical ethics and confidentiality laws and regulations; accepted clinical practices; epidemiology and biostatistics and their interpretation; public health resources at the local, State and federal levels; health policy development; and program evaluation.

Ability to: Apply principles and techniques of modern medicine and public health; establish and maintain good working relationships with staff and medical personnel, officials, and the local community; analyze disaster or emergency situations and take prompt and appropriate action; demonstrate leadership skills to improve the public's health; analyze and evaluate data, draw conclusions and make recommendations; exercise independent judgement; provide clinical oversight and training to medical provider staff; communicate technical information to persons with varying degrees of medical knowledge; accurately perform public health-related medical diagnosis and treatment; develop clear and comprehensive written reports; use automated systems and other appropriate sources of public health information; assist in the evaluation of public health programs; write effective procedures, protocols and policies for public health-related clinical services provision; speak and write effectively.

These standards are typically attained with:

1. Five years of experience as a physician and surgeon, licensed in the State of California;

AND

Certification by the American Board of Preventive Medicine; or certification by the American Boards of Family Practice, Pediatrics, Obstetrics and Gynecology, or Internal Medicine;

AND

Completion of a Master's Degree from an accredited School of Public Health;

OR

2. Two years experience as a Public Health Officer, preferably in California, (a physician certified in a state other than California may be employed prior to receipt of California certification provided that an application for a California Physician's and Surgeon's Certificate is filed with the State of California prior to date of appointment, and is received within six months of employment);

AND

Certification by the American Board of Preventive Medicine; or certification by the American Boards of Family Practice, Pediatrics, Obstetrics and Gynecology, or Internal Medicine.

IDEAL CANDIDATE

The ideal candidate will be an exceptional strategic thinker, demonstrate strong communication and collaboration skills, have a proven background in public health, be knowledgeable about population-based approaches to improving the health and wellbeing of residents, and be skilled at building and maintaining community partnerships, especially with the medical community. The Health Officer must be able to maintain a professional demeanor, project credibility and poise, and accurately assess risks and options to identify strategies and solutions, even in complex, critical situations and when faced with conflicting and/or incomplete information. They must base their recommendations on analysis of short- and long-term consequences or implications, share their reasoning clearly, and adjust according to changing information.

SPECIAL REQUIREMENTS

Possession of a valid California driver license.

SUPPLEMENTAL QUESTIONS

Responses to the following questions must be submitted with a completed application.

1. Are you a licensed physician and surgeon? Yes/No
2. If yes, please provide your license number, the state that issued your license, the date your license was issued, and the date it expires. If no, please type N/A.
3. Do you have five years or more of experience as a physician and surgeon, licensed in the state of California? Yes/No
4. If yes, please list the dates of employment and the name of your employer. If no, please type N/A.
5. Do you have Certification by the American Board of Preventive Medicine, Family Practice, Pediatrics, Obstetrics and Gynecology, or Internal Medicine? Yes/No

6. If yes, please list the Board certification you possess, the issuing date, and the expiration date. If no, please type N/A.
7. Do you have a master's degree from an accredited school of Public Health? Yes/No
8. If yes, please list the name of your degree, the name of the school, and the date you received your degree. If no, please type N/A.
9. Do you have two or more years of experience as a Public Health Officer? Yes/No
10. If yes, please list the dates of employment and the name of your employer. If no, please type N/A.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to stand and sit. The employee is occasionally required to walk; use hands to finger, handle, or feel; reach with hands and arms; and taste or smell. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.



- All new employees are required to have their paycheck directly deposited to a bank account.
- Some positions may require a valid California driver's license and acceptable driving record according to County policy.
- Reasonable accommodations may be made for those persons who are disabled under the Americans with Disabilities Act to perform the essential functions of the position.
- As part of the selection process, all individuals provided with a preliminary offer of

employment with Shasta County will be subject to a background investigation, including a criminal history check (primarily completed through the taking of fingerprints). An image of your fingerprints will be captured and sent to the California Department of Justice (DOJ) and the Federal Bureau of Investigation (FBI). The resulting report of your conviction history, (if any), will be evaluated along with the other information received in connection with your application. Except as otherwise required by law, a criminal conviction will not necessarily disqualify you from the position. The nature of the offense, the date of the offense, the surrounding circumstances, and the relevance of the offense to the position applied for may, however, be considered.

- Based on the results of the background investigation and criminal history check, applicants may then be provided with an offer of employment conditioned on the results of a medical examination, which includes drug/alcohol testing.
- Shasta County participates in E-Verify. For more information click [here](#). If you do not have internet access, contact Personnel at (530) 225-5515 to request a flier.
- In accordance with Government Code Section 3100, County employees, in the event of a disaster are considered disaster workers and may be asked to respond accordingly.
- Employees in this classification are covered under the CalPERS retirement program. Depending on the provisions of the California Public Employees' Pension Reform Act (PEPRA) and other applicable laws, an employee in this classification will be covered under one of the following CalPERS retirement formulas: (1) 2% at 55, (2) 2% at 60, or (3) 2% at 62. An employee in this classification will also contribute up to 8.75% of his/her pay to this plan, or will contribute such other amount to the plan as authorized by PEPRA and other applicable laws. Please visit our employees benefit page at [Employee Benefits](#) for additional information regarding benefits and CalPERS coverage information. The provisions in this flyer and on the County's website are for information purposes only. To the extent the provisions of the flyer or the County's website are inconsistent with PEPRA and other applicable laws, PEPRA and other applicable laws shall govern.

SALARY & BENEFITS

- **Salary:** \$16,799 - \$21,442 per month.
- **Holidays:** 12 days per year.
- **Vacation:** 10 days first 3 years; 15 days 4-9 years; 17 days 10-15 years; 20 days 16 years and thereafter.
- **Sick Leave:** 12 days per year with a generous pro rata payoff at termination after at least 5 years.
- **Retirement:** CalPERS, coordinated with Social Security.
- **Insurance:** Medical and dental plan, with the County paying for most of the employee and a portion of the dependent cost; a vision plan, a fully-paid life insurance policy and long-term disability plan.
- **Other:** Deferred Compensation plan and IRC Section 125 plan.

ABOUT SHASTA COUNTY



Shasta County covers a large geographic area that includes rivers, lakes, and mountains that offer an abundance of recreational opportunities. An eight-mile river trail, numerous community parks, a local museum alliance and continuous community events contribute to the quality of life. Sacramento is 160 miles to the south and the coast is 150 miles to the west. Shasta Lake, located just a few miles north of Redding, is a play land for water sport enthusiasts and vacationers. Lake Shasta offers 365 miles of shoreline and plenty of opportunities for hiking, mountain biking, fishing, sightseeing and wildlife viewing. Shasta County, the jewel of upstate California, offers a lifestyle that blends the best of rural and urban features.

APPLICATION & SELECTION PROCEDURES

Shasta County Personnel will accept applications and responses to the supplemental questions until current vacancy has been filled. A Resume and/or Cover Letter will be accepted in addition to the application form but will not serve as a substitute for a completed application. *It is not acceptable to complete the application with statements such as, “Refer to Resume and/or Cover Letter,” or “See Attached Resume and/or Cover Letter” the employment application must be completed in its entirety prior to submission. Incomplete applications will not be processed.* Closing date postmarks or faxes will **NOT** be accepted. This recruitment will establish a list that may or may not be used by other departments. Prior applicants must reapply to be considered.

Applicants will be screened and those considered best qualified will be invited to appear for an oral and/or written examination. Meeting the announced requirements does not guarantee inclusion into the selection process. Depending upon the number of applications received, the selection process may consist of additional application screening, written and/or practical exam(s), oral interview, or any combination thereof.

Applicants are encouraged to apply on-line at www.shastacountycareers.com or submit an application to the Shasta County Personnel Office.

Arrangements may be made to accommodate applicants with disabilities. Requests for accommodations may be made to the Shasta County Personnel Office by the filing deadline posted on this bulletin. Shasta County does not discriminate on the basis of disability. If you feel you are

being denied service based on a disability, our ADA Coordinator may be reached at (530) 225-5515; relay service (800) 735-2922; fax (530) 225-5345.

SHASTA COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

Shasta County Personnel
1450 Court Street, Suite 348; Redding, CA 96001; (530) 225-5515

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