

POSITION OPENING

Health Officer, Full-Time

Job Posting Date: May 11, 2021

Application Deadline: June 1, 2021

The Mid-Michigan District Health Department is hiring a **full-time Health Officer** to provide public health services based on the core competencies and essential services of local public health. This position will be based in the Administrative Office in Stanton but will be expected to work district-wide. The Department—which is part of a consortium of PHAB accredited local health departments—serves a beautiful three county rural area in the central part of the state adjacent to several Michigan “cool cities”.

General Description of Responsibilities:

Michigan law creates the position of Health Officer as the administrator of the Health Department, charged with the responsibility of taking actions and making determinations necessary to protect the public health and prevent disease, and to carry out the legal function of the Health Department. The Health Officer is appointed by the Board of Health (with approval by the State of Michigan) and reports to them.

Qualifications:

- Possession of a Master’s degree in Public Health, Health Administration or related field
- A minimum of ten (10) years of progressively more responsible or expansive experience in Public Health or a related field is required.
- Approval by the State of Michigan as required by Michigan’s Public Health Code.
- Possession of a valid Michigan vehicle operator’s license, own transportation and ability to travel as required.

Knowledge/Skills and Examples of Work

- Ability to lead, plan, implement, and evaluate comprehensive public health programs and services.
- Considerable knowledge of financial management practices is desirable.
- Excellent customer service skills.
- Knowledge of the core functions and essential services of public health.
- Knowledge of the State of Michigan and the PHAB National public health accreditation standards.
- Skills in establishing and maintaining positive interpersonal relationships, team building and teamwork, and working effectively with others at all levels.
- Extensive knowledge of supervisory and administrative techniques.
- Must have strong communication skills.

Starting salary range - \$3,772.80 (Bi-weekly)

Competitive benefit package.

Qualified applicants may submit a cover letter and resume along with a completed employment application that may be downloaded from our Agency website at www.mmdhd.org under – About MMDHD/Careers and send to: Mid-Michigan District Health Department, Attn: Human Resources, 615 N. State St., Suite 2, Stanton, MI 48888 or e-mail: hr@mmdhd.org by June 1, 2021. EOE.