



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Cheryl Dinolfo
County Executive

Brayton McK. Connard, SPHR
Director

TITLE: COMMISSIONER OF PUBLIC HEALTH (*Pending NYS Approval)

SALARY: \$134,097 - \$169,169 annually

LOCATION: Monroe County Department of Public Health

JOB SUMMARY:

This is the lead administrative and medical position at the Monroe County Department of Public Health and is responsible for planning, directing and administering local public health programs based on a Community Health Assessment and Municipal Public Health Services Plan approved by County administration and the New York State Department of Health. Responsibilities include, but are not limited to, the direction of the Medical Examiner, Communicable Disease Prevention and Control including Clinic Services, Environmental Health, Office of Vital Records, Public Health Emergency Management and various grants while enforcing state and local health laws, regulations and standards and ensuring department compliance with the above. The employee reports directly to, and works under the general supervision of the Monroe County Executive. General supervision is exercised over an extensive staff of administrative, technical, medical and clerical personnel. Appointments have a six (6) year term. Does related work as required.

This high-level administrator directs the workforce of the Monroe County Health Department as well as establishing and implementing policy and county-wide mandates regarding all health issues.

Overview of Benefits:

Full time Monroe County employee are eligible for a generous benefit package to include: health and dental insurance, paid vacation and sick time; 13 paid holidays; participation in the NYS Retirement System; free parking; Half Pay Sick Leave (disability); Tuition Assistance/Reimbursement; and opportunity to participate in Deferred Compensation, Flexible Spending and supplemental benefit packages, such as Term Life Insurance, Short and Long-term Disability Insurance and Critical Illness Protection.

MINIMUM QUALIFICATIONS:

New York State Codes, Rules, and Regulations (NYCRR) Title 10 Sanitary Code Section 11.11 Qualifications.

(A) A commissioner of health of a county, or a city having a population of 50,000 or more and having an established department of health, shall be a physician who is currently registered to practice medicine in New York State and possesses two years of experience in administrative practice that demonstrates that the candidate possesses the knowledge and skills to administer public health programs including workforce and budget management, effective communications, effective establishment and implementation of policy or business goals, and compliance with legal requirements and:

- (1) Certification by the American Board of Preventive Medicine; or
- (2) A master's degree in public health from a regionally accredited or New York State-registered college or university that demonstrates the core competencies of a master's in public health (Biostatistics, Environmental Health Sciences, Epidemiology, Health Policy and Management, and Social and

Behavior Sciences) or a master's degree in a related field from a regionally accredited New York State-registered college or university.

- (B) All appointments to the position of commissioner of health must be approved by the State Commissioner of Health.
- (C) Candidates who do not meet the education or experience requirements of this section may be conditionally approved by the State Commissioner of Health for an appointment of two years, with an opportunity for two additional one year conditional renewals. Final approval of these candidates shall be contingent on satisfactory progress in meeting a public health education or experience plan developed in conjunction with and approved by the State Commissioner of Health.

SPECIAL REQUIREMENTS:

Must be a United States citizen per the State Sanitary Code qualifications for local Commissioners of Health and Public Health.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COUNTY DEPARTMENT OF PUBLIC HEALTH
111 WESTFALL ROAD - HUMAN RESOURCES, RM: 752B
ROCHESTER, NY 14620

Posting Date: February 1, 2016

Posting Deadline: Until Filled

*Titles that are requested outside the competitive class must be approved by the New York State Civil Service Commission.