



Linn County Department of Health Services

PO Box 100, Albany, OR 97321

Toll Free (800) 304-7468 | TTY/Oregon (800) 735-2900

www.co.linn.or.us/health

"Working together to promote the health and well-being of all Linn County residents"

AVAILABLE POSITION

ENVIRONMENTAL HEALTH PROGRAM MANAGER

Environmental Health (Classification 710)

Management Full Time (37.5 hours/week) position

ESSENTIAL FUNCTIONS:

Plan, implement and supervise the Linn County Environmental Health Programs in accordance with Federal, State and local laws and ordinances. Works under the general supervision of the Health Services Administrator. Develop programs, activities, methods and procedures. Participate in budget development and recommend fees. Provide direction to staff, advise and consult with staff on problems and interpretations of laws and regulations, participate in the selection of new personnel, assign duties, provide training, schedule leaves of absence, resolve grievances, evaluate performance and recommend personnel actions.

- In collaboration with the Health Services Administrator, provide leadership in the department planning process, including the identification of community health needs.
- Direct the planning, development, implementation and evaluation of program services.
- Supervise program personnel, establish performance standards, assist staff in developing work plans, delegate program responsibilities, evaluate performance of employees directly supervised, and provide direct program services as appropriate.
- Manage delivery of services and prepare reports of program results for all environmental health services. Services include: site approval and permitting of on-site wastewater treatment systems; management of solid waste franchises, rates and services; community health surveys and assessments, community outreach and education; regulation of public drinking water systems; licensing and inspection of public facilities such as food service facilities, travelers' accommodations, pools and spas; investigation and control of environmentally transmitted disease outbreaks; investigation of citizen complaints regarding potentially hazardous health and environmental conditions; and enforcement of health and environmental regulations.
- Monitor program revenues, expenditures and productivity.
- Coordinate continuing education and training of program staff.
- Perform other duties as assigned by the Health Services Administrator.
- Develop and maintain effective, harmonious and reasonable work relationships with others.
- Maintain regular and predictable work attendance.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

A copy of the Job Classification for this position as well as the Employment application may be obtained at the Oregon Employment Division Office in Albany, or online at <http://www.co.linn.or.us>.

QUALIFICATIONS:

Bachelor's Degree in environmental health, public health, or related field; or any satisfactory combination of experience, education and training which demonstrates the ability to perform the work described. Six years of environmental health experience with a minimum of two years of supervisory or management experience in this field. Oregon registration as an Environmental Health Specialist (REHS), possession of a current valid Oregon motor vehicle operator's license with an acceptable driving record, and ability to lift 30 pounds, work in unimproved outdoor environments such as soil test pits, and in close quarters such as restaurant kitchens, stairwells and dimly lit storage areas.

ADDITIONAL QUALIFICATIONS:

Additional qualification as a Waste Management Specialist is desirable (Introductory Soil Science - 5 credit hours; Soil Morphology - 3 credit hours; Physical Geology or Geomorphology - 3 credit hours).

SALARY, BENEFITS, COMPENSATION:

Linn County offers an excellent benefits package which includes fully paid contribution to the Oregon Public Employees Retirement System, paid holiday, vacation, and sick leave, options for medical, dental, and vision care insurance, options for deferred compensation, an employee assistance program, longevity pay, alternate and flexible work schedules, 37.5 hour work week, and more. Current salary range and total compensation (depending on qualifications):

SALARY RANGE: **\$5,662 - \$7,148 per Month—Salary will adjust when COLA rates are finalized**

CLOSING DATE: **Open Until Filled**

HOW TO APPLY: Submit Linn County Employment Application, Resume, and Cover Letter to:
Health Services Recruitment
Linn County Department of Health Services
PO Box 100
Albany, OR 97321
hsrecruiting@co.linn.or.us

APPLICATION: <http://www.co.linn.or.us/Jobs/empapp.htm>