

ENVIRONMENTAL HEALTH MANAGER

NATURE OF WORK

This is highly responsible professional, administrative and supervisory work coordinating the activities of the Environmental Public Health Division.

Work involves programmatic oversight and primary responsibility for leading, directing, and supervising of a comprehensive environmental public health program including air quality, body art, childcare, environmental health education, food safety, hazardous materials, lead risk reduction, vector surveillance, waste management, water quality, and wastewater treatment. This position reports to and receives direction from the Health Director and is responsible for the division budget and personnel management. Work is performed with considerable independence and is reviewed through conferences and results achieved. Supervision is exercised over subordinate employees.

EXAMPLES OF WORK PERFORMED

Ensures the assessment of community environmental health status, including determining data needs, data collection, factors affecting health and environmental quality, and available assets/resources.

Evaluates, develops, and implements policies, procedures, programs, services, ordinances, and regulations to improve health outcomes and organizational performance using evidence-based information.

Determines public health data and information that need to be disseminated and develops messaging and communication strategies.

Communicates appropriately and facilitates internal and external communication among individuals, teams, groups, and organizations.

Applies and demonstrates principles of ethics, health for all populations, and environmental integrity; implements improvements to policies, programs, and services to reduce disparate health outcomes.

Establishes and maintains collaborative relationships and partnerships to improve environmental public health and resilience.

Applies public health and environmental sciences to effectively deliver the 10 Essential Public Health Services.

Evaluates, monitors, manages, and determines human and financial resources needed for organizational infrastructure, programs, and services and implements strategies to secure resources.

Ensures implementation of strategies to recruit, train, manage, and retain a varied and competent workforce.

Supervises through subordinate supervisors, the activities of a comprehensive environmental health program including assigning work to subordinate staff, interviewing applicants for employment,

and evaluating employee performance.

Identifies opportunities for, and facilitates, inter-divisional, inter-departmental, and cross-sector collaboration.

Maintains regular and reliable attendance.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Extensive knowledge of the principles and practices of community engagement, collaboration, and partnership development.

Extensive knowledge of federal, state, and local laws and regulations pertaining to environmental health and quality and strategies to gain compliance.

Extensive knowledge of health and environmental health principles and practices for all populations.

Extensive knowledge of public health and environmental science, and systems, policies and events impacting public health, environmental quality, and resilience.

Extensive knowledge of public and environmental health funding strategies, mechanisms, budgets, and procedures.

Extensive knowledge of performance management and quality improvement.

Extensive knowledge of leadership principles and system thinking.

Considerable knowledge of public health communication strategies, including risk communication.

Ability to appropriately interpret data and implement quality improvements in plans and program operations.

Ability to facilitate internal and external planning processes.

Ability to apply critical thinking skills in decision making.

Ability to coach, mentor, and lead others and to plan, assign, organize, and evaluate the work of subordinate professional employees.

Ability to communicate effectively with staff, appointed and elected officials, boards and committees, community groups, and the public.

Ability to establish and maintain effective working relationships with other government agencies, citizen committees, elected officials, the media, coworkers, and the general public.

MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university supplemented by a Master's Degree in public health, environmental health, public administration or related field plus six years of experience in environmental health programs involving administrative and supervisory responsibilities; or any equivalent combination of training and experience that provides the desirable knowledge, abilities, and skills.

DESIRABLE SPECIAL REQUIREMENT

Registration with the State of Nebraska as a Registered Environmental Health Specialist.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid driver's license when operating a vehicle is necessary to the satisfactory performance of assigned duties as deemed necessary by the appointing authority.

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