

Jurisdiction: Schuyler County  
Jurisdictional Class: Competitive  
Reviewed: June 2, 2014, July 12, 2016

## **PUBLIC HEALTH SPECIALIST**

### **DISTINGUISHING FEATURES OF THE CLASS:**

Public Health Specialist is a professional, who designs, conducts and evaluates activities that help improve the health of all people with the goal of reducing the financial burden of health care in the future and improve health outcomes for Schuyler County's population. These activities can take place in a variety of settings that include schools, communities, health care facilities, businesses, universities and government agencies. This is done by assessing community needs, assets and capacity; then plan health strategies, interventions and programs. Public Health Specialists administer the strategies, interventions and programs and also acts as a community resource person and advocates for health prevention and promotion.

### **TYPICAL WORK ACTIVITIES:**

Assist with and promote / support various health assessment plans including the Community Health Assessment and Community Health Improvement Plan;

Develop, implement and report on community needs assessment efforts in conjunction with other departments and community agencies;

Assist the community to design program services and develop strategies to address health disparities in Schuyler County;

Lead, supervise and direct the development of new work groups designed to respond to specific population based health risks;

Develop, plan, evaluate and support community efforts to coordinate and integrate community health and behavioral health care;

Collaborate with various public and private agencies regarding planning and operation of strategic health planning utilizing new technologies and media;

Ability to clearly communicate orally and in writing; good judgment, initiative, resourcefulness; integrity and tact;

Ability to organize, motivate and facilitate diverse groups;

Organize, facilitate, manage and evaluate community work groups focused on identified health improvement goals;

Represent the Public Health Department and Schuyler County on specific boards, coalitions and planning groups, as assigned;

Ability to act as the agency's liaison / linkage with individuals, agencies, community members and government representatives;

Conducts communicable disease investigations due to exposure or diagnosis;

Assess and evaluate community readiness for healthy lifestyle changes by various groups, i.e., age, institutions and local communities;

Performs other required duties, as assigned.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

**Analytical/Assessment Skills**

Working knowledge of assessing individual and community health needs ability to collect reliable data and analyze;

**Policy Development/Program Planning Skills**

Ability to plan, implement and evaluate health education strategies, interventions and programs;  
Demonstrate the ability to evaluate the effectiveness of all prevention and promotion programs and outreach efforts;

Good knowledge of the complexity of New York State laws and regulations, monitor them for changes and have the ability to independently adapt to changes;

**Communication Skills**

Good working knowledge of the appropriate use of technology in health prevention and promotion and ability to independently adapt to the fast changing landscape of technology;

**Cultural Competency Skills**

Ability to learn about and work with all cultures, ethnicity, social economic statuses being respectful and non-judgmental

**Community Dimensions of Practice Skills**

Ability to facilitate/coordinate community stakeholder groups

Ability to present, understand and relay all points of view on issues

**Public Health Sciences Skills**

Good knowledge of the principles, practices and terminology of public health and chronic disease epidemiology;

Good knowledge of disease prevention and health promotion programs;

Working knowledge of communicable diseases, diagnoses, spread containment and treatment options;

**Financial Planning and Management Skills**

Basic understanding of budgets

**Leadership and systems Thinking Skills**

Demonstrate leadership and management skills; ability to independently manage projects while providing supervisory / oversight to diverse groups of community members;

Physical condition that is commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

- A. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in Health Education, Nursing, Human Services, Home Economics, Education or related field and at least one year of experience working in Public Health / health education program that includes a community outreach component.
- B. Graduation from a regionally accredited or New York State registered college or university with a Master's Degree in Health Education, Nursing, Human Services, Home Economics, Education or related field.

**SPECIAL REQUIREMENTS:**

Possession of a valid New York State Motor Vehicle Operator's License is required