



Position: Division Manager – Public Health
County of Tulare, Health & Human Services Agency
Salary range: \$90,428-\$98,800
Closing Date: 5/14/18-5/29/18

The Tulare County Health & Human Services Agency (HHSA) is currently recruiting for a Division Manager to lead a team of professionals in the Public Health Branch. The successful candidate will enjoy a variety of challenges and the opportunity to work with a creative and energetic management team. The Division Manager of Public Health is an At-Will position, reporting to HHSA's Director of Public Health.

The Public Health Branch promotes and protects the health of Tulare County residents through the development and implementation of public health programs and policies. The ideal candidate will work in coordination with community partners to eliminate health disparities and foster health equity. The Branch is in the process of pursuing Public Health Accreditation.

The Division Manager of Public Health will oversee a group of full-time employees, including a team of nurses, health educators, nutritionists, dietitians, administrative professionals, and support staff. To continue the development and improvement of public health services, it is essential that the Division Manager of Public Health has the ability to motivate and effectively communicate with employees at all levels. He or she will be expected to actively engage with agencies and departments outside the HHSA organizational structure. The successful candidate will represent the county as the Director of Public Health Nursing for the state of California and oversee Maternal, Child & Adolescent Health, Communicable Disease, Immunizations, Vital Statistics, and other Public Health programs.

Key Responsibilities

- Ability to plan, organize, and direct all fiscal, personnel, and program matters, including nutrition, high-risk infant program, children's medical services, adolescent family life, perinatal services, and other public health programs
- Supervise the work of the Public Health programs and direct various functions of the division to ensure the effective delivery of health care services
- Prepare and monitor budgets for the division
- Research and write comprehensive reports

Required Qualifications

Candidates must meet the qualifications listed below by the application deadline.

- Graduation from an accredited college or university with a Bachelor's degree in Nursing
- Two (2) years of nursing experience in a supervisory or administrative capacity and two (2) years of responsible experience in primary or preventive health care systems management in the area of maternal and child health, including one (1) year in a supervisory capacity
- Possession of a California State Public Health Nurse Certificate and possession of a valid Registered Nurse license issued by the California State Board of Registered Nursing



Desirable Qualifications

- Three (3) years of nursing experience in a supervisory or administrative capacity and three (3) years of responsible experience in primary or preventive health care systems management in the area of maternal and child health

Conditions of Employment

- Possession of, or ability to obtain, an appropriate, valid California driver's license. The selected candidate will be required to pass a pre-employment drug and alcohol screening; furthermore, a background investigation may be conducted. Some job classes may also require a physical examination.

Student Loan Forgiveness

- This is a qualifying position for student loan forgiveness through the College Cost Reduction and Access Act (CCRAA). Only student loan payments made after October 1, 2007, and in a qualified repayment plan are eligible. For more information you are encouraged to speak with your student loan servicer or visit: <http://studentaid.ed.gov/repay-loans/forgiveness-cancellation>.

****PLEASE NOTE: ONLY COMPLETE APPLICATIONS WILL BE CONSIDERED****

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