

Position Available

Prevention and Health Promotion Services Director
Approximately 37.5 hours/week

Works in: Prevention and Health Promotion Services/Administration

Reports to: Health Commissioner

Salary: Pay Range 30 (\$23.76/hour)

Under administrative direction, the Prevention and Health Promotion Services Director leads prevention, health promotion, and education activities for the agency, and secures and manages grants to support population health. Acts as primary Public Information Officer, develops regular correspondence and manages media/social media messages.

Sample Job Responsibilities:

- Plans for, directs and evaluates health promotion and prevention strategies, interventions and programs to ensure quality and compliance
- Supervises personnel within the Prevention and Health Promotion Services section to ensure proper staffing, delegation of responsibility and quality performance
- Ensures prevention and health promotion programs and services are operated within budget; secures and manages grants as applicable

Qualifications:

- Bachelor's degree in health education or related field; master's degree/MPH, CHES preferred
- A minimum of 3 years of public health experience with progressive responsibility, and/or program management preferred
- Excellent communication skills –written and oral
- Supervisory and grant writing experience preferred
- Valid driver's license with an acceptable driving record and proof of auto liability insurance coverage required

Working Conditions:

- Occasional overtime, night or weekend hours may be required
- Travel within and outside the district sometimes required

Submit cover letter and resume by June 26 to: Human Resources, Allen County Public Health, PO Box 1503, Lima, OH 45802 or jobs@allenhealthdept.org

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