

Executive Recruitment for



PUBLIC HEALTH DIRECTOR



Mission

The San Miguel County Board of Commissioners works to ensure our residents are healthy and flourishing and that our communities are safe and vibrant by:

- ◆ *Providing essential community services*
 - ◆ *Practicing responsible stewardship of our environment*
 - ◆ *Prioritizing long-term fiscal stability, and*
 - ◆ *Partnering with others to enhance the quality of life in San Miguel County and the region*
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Telluride Gondola providing a 365 degree view of the town of Telluride.

The Organization

Incorporated in 1883, San Miguel County is governed by a three-member Board of Commissioners elected to four-year, staggered terms. Since 2016, Commissioners are limited to two terms each. The other County elected officials are: Assessor, Clerk and Recorder, Coroner, Sheriff, Surveyor, and Treasurer. An elected District Attorney prosecutes crimes in the Seventh Judicial District including San Miguel and five other counties.

The County Commissioners serves as the County Board of Health.

The Department

After 34 years of successful service, the County's Public Health Director is scheduled to retire in March 1, 2019. The County Commissioners/ County Board of Health are committed to finding dedicated individual to continue the mission of the County Public Health and Environment Department to provide a high quality public health services to individuals and families in San Miguel with an emphasis on health equity and the goal of making our County the healthiest in Colorado.

The Public Health Director is an at-will executive position appointed by the County Board of Health with administrative oversight by the County Administrator. With a staff of three and a FY 2019 Budget of \$472,315, the Public Health Director plans, directs, manages and oversees the activities of the County's programs which include Family Planning and Women's Health, EPR, Local Public Health, immunizations, WIC, a Tobacco and SIM Mental Health grants.

The County

Located in spectacular southwest Colorado, San Miguel County (pop. 8,000, 1289 sq. mi.) has stunning scenic beauty and a rich, colorful history. From the dramatic San Juan Mountains and Telluride's world-class skiing in the east, to the mesas, farms, and high-desert ranches stretching west to the Utah border near Egnar – that's "range" spelled backward – the county is geographically and socio-economically diverse, a state and national treasure.

Telluride (county seat) sits in an iconic box canyon, with its close neighbor, Mountain Village, just seven miles, or a free 13-minute gondola ride, away and Ophir to the south. Heading west, one finds Sawpit and the community of Placerville. The high country, Wright's Mesa, and Norwood are to the northwest, surround by farmland. Desert ranching and dry-land farming run all the way to Utah, where residents prefer the individual freedom and relative solitude characteristic of the traditional American West.

For more information about San Miguel County, please visit: www.sanmiguelcountyco.gov



Hiking in San Miguel County

Compensation

Starting salary range is \$80,000 - \$95,000 and will be made depending on the experience and qualification of the select-ed candidate. In addition, the County provides an attractive benefits package, including: medical (multiple PPO options), vision and dental (no cost to employee, added cost for family) insurances; life (\$10,000), long-term disability, and AD&D insurances (100% County contribution to all); supplemental insurances (life, AFLAC) available; flexible spending accounts (medical, dependent care, parking, and eligible transit); County well-ness program; and Employee Assistance Program. Retirement benefits customary to the position through Colorado County Elected Officials and Employees Association (CCOERA) are offered, 401(a) 5% mandatory employee contribution (County matches 100%), 457(b) optional (up to 3% County matches 50%). This position enjoys paid vacation and sick time earned at 3.7 hours/pay period (96.2 for each annually), 11 paid holidays, four personal days, tuition and education reimbursement, professional association dues, and fees for registration and travel related to professional development.



Colorado Avenue in Telluride, Colorado

The Ideal Candidate

The Ideal Candidate is an experienced professional who knows how to address the critical health and environmental needs of the citizens of San Miguel County and will be responsible for leading community health and environmental assessments and strategic planning processes, as well as performing professional and supervisory duties relating to the planning, directing, organizing, implementing and coordinating of all programs and activities associated with the Health and Environment Department. The Director is also charged with administering and enforcing the orders and rules of the County Board of Health and Environment.

The next director essential functions will include but not limited to:

- Oversee the County public health programming for public health clinics, environmental health, public health emergency preparedness and public health promotion.
- Directs and administers the development of objectives, policies, rules and regulations for the Health and Environment Department.
- Development and implementation of policies and programs which include SMC Employee Wellness program, Environmental Health, Early Intervention, Communicable Disease, Immunizations, oversee Women, Infants and Children Program (WIC), Healthy Choices administrative support and other programs.
- Plans, implements and evaluates public health and environment programs.
- Assisting the Board of Health and Environment in long-range planning for the department.
- Plans and coordinates with outside agencies, organizations and institutions to meet the current needs of the community and to develop new methods for future expanding and changing needs.
- Works with County departments and the Licensing Authority in the areas of vital statistics, environmental health, facility inspection and restaurant food and safety.
- Reviews proposed regulations, plans and technical reports related to departmental activities for content, accuracy and feasibility.
- Supervises subordinate professional and non-professional staff;
- Performs duties necessary for the effective administration of the Department; oversees all financial activities; formulates and prepares budget requests; submits requests for review and approval; defends budget requests; and monitors budget revenues and expenditures.

Qualifications

A Public Health Director shall have the following minimum experience and training standards:

*A Physician Director candidate shall: be licensed to practice medicine in the State of Colorado within six (6) months of hire; have graduated from an approved medical school (MD or DO); preferably be certified by the American Board of Preventive Medicine or American Board of Osteopathic Preventive Medicine; and have five (5) years within the past ten (10) years of successful and responsible administrative experience in public health or a closely related field, including at least two (2) years experience in supervising public health professionals. A candidate with one (1) year of graduate study in a recognized school of public health is preferred.

*A Non-Physician Director candidate shall: have a master's degree, in a public health discipline such as environmental health, health education, epidemiology, health administration/policy, biostatistics, nursing, public administration, health administration or a closely related discipline; and have five (5) years within the past ten (10) years of successful and responsible administrative experience in public health or a closely related field, including at least two (2) years of experience in supervising public health professionals. A nurse candidate shall be licensed to practice in the State of Colorado within six (6) months of hire.

Application and Selection Procedure

The final filing date is Wednesday, February 27, 2019. To apply for this exciting career opportunity, submit your resume, a cover letter and a list of five work-related references complete an application electronically via SMC Career Center directly at

https://workforcenow.adp.com/jobs/apply/posting.html?client=MySMCLife&ccId=19000101_000001&type=MP&lang=en_US

Please do not hesitate to contact Kristl Howard, SMC Human Resources Director, directly at (970) 369-5471, if you have any questions regarding this position or the recruitment process.

Search Schedule

Position External Posting:
January 27, 2019

Filing Deadline:
February 27, 2019

Candidate Review Process:
January 31 – March 1, 2019

First Interview Process:
March 7 - 8, 2019

Second Interview Process:
March 21 - 22, 2019

Anticipated Start Date:
April 29, 2019

San Miguel County

January 27, 2019

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STAMP
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