

South Coast Public Health Specialist

Title: Regional Public Health Specialist

Location: Primary location Fall River with work in Seekonk and Swansea

Reports To: Health Director, Fall River

Caveat: This position is grant-funded and is subject to appropriation under the Massachusetts Public Health Excellence Grant for Shared Services, Department of Public Health

Hours: 35-40 per week

Salary: \$60,000.00

Position Purpose:

This position supports the South Coast Public Health Excellence Group to identify and implement best practices for public health service delivery, to increase communities' awareness of, and improve regional response to health risk behaviors, and promote equity in all policies and procedures across these communities. The Regional Public Health Specialist (RPHS) will perform work related to preventative health programs and collaboration between the public health nurses, regional health inspector, and the 3 communities within the coalition. This role will play a crucial role in collaborating with Health Departments, Departments of Community Maintenance, Departments of Public Works, community stakeholders to enhance the coalition's community sanitation and environmental protection capacity, in adherence with the Massachusetts Performance Standards for Local Public Health.

Scope and Judgment:

The Regional Public Health Specialist assists to provide public health services and support the communities. This person performs varied and responsible functions requiring a specialized and working knowledge of community and local public health and environmental operations. Exercise of judgment and initiative, willingness to help develop and define new procedures are critical. The RPHS will collaborate for regional-level initiatives and programs, and pursue grant finding to support such efforts.

Supervision:

Works under the general administrative direction of the Health Director of Fall River in accordance with applicable provisions of the Massachusetts General Laws, Board of Health regulations, and town bylaws, state, and federal regulations.

Job Environment:

- This position will be housed in Fall River with the majority of activities completed in person across the 3 communities as core responsibilities dictate.
- This position requires consistent access to efficient transportation between and among the coalition communities.
- This position requires comfort working across different health and human services issues such as healthy aging, substance use prevention, affordable housing, waste mitigation, and compulsive acquiring and hoarding.
- Operates telephones, computers, and all other standard office equipment.

- Constant contact with community organizations, town residents, town department employees, vendors, and state and federal agencies. Contacts are made by phone, in person, by email, or by written correspondence.
- Case management assistance can be conducted in the field sometimes under adverse environmental conditions.

Role & Responsibilities:

(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

- Assess the health needs of communities and/or interpret existing data to effectively target education programs and community intervention services aligned with the Massachusetts Performance Standards (Performance Standards) for Local Public Health.
- Identify public health challenges, gaps in service delivery, and opportunities for efficiencies, as well as opportunities to better achieve the Performance Standards within the coalition's jurisdiction that can be addressed through grant-funded initiatives.
- Conduct research to identify available grant opportunities relevant to the priorities and needs of the coalition.
- Design, organize, and lead community educational events and training on public health topics including, but not limited to, harm reduction, substance use prevention, waste mitigation, environmental protection and community health literacy. In turn, collect, analyze, and report related data to internal and external stakeholders.
- Assist in the development, implementation, and evaluation of strategic programs and coalition projects as needed such as data collection, quality improvement, regional outreach and community engagement, and public health education and communication.
- Provide coverage and support for coalition activities, including inspections.
- Coordinate and integrate environmental public health programs and services
- Engage with local communities, schools, businesses, and residents to promote waste mitigation efforts and provide information on the importance of responsible waste management and recycling.
- Systematically integrate equity into each aspect of the program, strategize priorities, and include equity-related accountability metrics.
- Create, convene, support, and sustain strategic, non-program specific relationships with key community groups or organizations.
- Develop a regional resource guide. Maintain resource guides and make materials available and accessible to appropriate agencies, departments, and the General Public.
- Coordinate with Southcoast stakeholders on grant opportunities including preparation, submission of applications, and management of grant awards as appropriate
- Provide regular progress reports and updates to the Advisory Board during monthly meetings. Comply with Massachusetts Department of Public Health training regarding confidential information related to personal information.
- Stay up-to-date with local, state, and federal regulations related to public health and ensure that all activities are in compliance with these regulations, including supporting communities in enforcing them.

Qualifications:*Education, Training, and Experience:*

Bachelor's Degree in environmental science, public health, social work, or a related field; and one to three (1-3) years experience in a related field; or any equivalent combination of education and experience. Must be capable of working independently and complying with all HIPAA requirements.

Skills: Excellent organizational skills; Intermediate or higher-level skill in Microsoft Office suite; proficient oral and written communication skills. Communication skills, including but not limited to comfort speaking languages other than English, or using translation services to communicate with community members.

Special Requirements:

Valid Class D motor vehicle driver's license.

We are made up of people with different strengths, experiences and backgrounds. Diversity not only includes race and gender identity, but also age, disability status, veteran status, sexual orientation, religion and many other parts of one's identity. These varied points of view are key to our success, and inclusion is everyone's responsibility.

Submission Instructions:

Please submit a resume and cover letter describing your experience and interest in the role to the shared services coordinators at BME Strategies, at careers@bmestrategies.com.