

# Public Health Technician



## Position Description

### Status

Regular Full Time

### Reports to

Health Education Supervisor

### Compensation

B22

### Supervises

none

### Bargaining Unit

Non-bargaining

### Position Category

Technician

### Summary

The Public Health Technician supports various public health services and programs by assisting with various tasks related to health education, preparedness, disease prevention, data collection, and community outreach. Duties may include inspecting public facilities such as restaurants, swimming pools, doing septic and well final inspections, communicable disease investigations, hearing and vision screenings and community outreach events to provide health education.

### Essential Functions

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Conducts environmental health (EH) inspections to ensure compliance with rules and regulations that protect public health.
2. Assists Sanitarians with meeting regulations, laws and minimal program requirements for Local Public Health Accreditation (i.e. FOIAs, EH records requests, application support, etc)
3. Conducts case investigation and mitigation for a variety of diseases, including communicable diseases, STI/HIV, and emerging health threats across different sub-populations, practicing cultural competency, and ensuring individual needs are met.
4. Determines eligibility and conducts screenings and assessments for services including, but not limited to Rabies, Lead, Tuberculosis, Children's Special Health Care Services, Hearing and Vision, Communicable disease, Immunizations, HIV/STI, and other public health services.
5. Assists during public health incidents, such as disease outbreaks, groundwater contaminations, natural or man-made disasters, and other emerging threats as assigned
6. Assists in the development and implementation of health education programs and materials
7. Supports in developing and/or or executing reports and quality assurance for all public health programs and services
8. Maintains and ensures the proper functioning of equipment to support the delivery of public health services.
9. Conducts community outreach activities, engages with community members and partners, and provides information on topics such as social determinants of health, health equity, personal health, environmental health, and other emerging public health topics.

## **Competencies**

- Customer Focus
- Teamwork
- Employee Engagement
- Process Focus
- Financial Resources
- Goal/Results Oriented
- Communication
- Leadership & Influence
- Decision Making & Judgement
- Analysis & Problem Solving

## **Supervisory Responsibility**

This position does not have direct supervisory responsibilities.

## **Work Environment**

This position works in a professional office setting as well as out in the field inspecting public facilities such as restaurants, swimming pools, septic and well facilities, and attending community events such as hearing and vision screenings and community outreach events.

## **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. If the use of arm and/or leg controls requires exertion of forces greater than that for Sedentary Work, and the worker sits most of the time, the job is rated for light work.

## **Travel**

Travel will be required throughout the County.

## **Required Education and Experience**

1. Bachelor's Degree in Public Health, Health Science, Environmental Health Safety or related field
2. One (1) year of experience engaging with diverse, vulnerable, or at-risk communities, such as volunteer work, community service projects, or outreach programs; cultural sensitivity, ability to connect with people from different backgrounds preferred
3. One (1) year of experience related to public health work, environmental health, health education, emergency response, health care, epidemiology, and disease prevention preferred
4. Understanding of basic public health principles & concepts, including epidemiology, disease surveillance & prevention, health education/communication, environmental health (sanitation & food safety), health equity, & social determinants of health preferred
5. Possession of a valid Driver's License.

**Other Duties**

Ability to competently perform all the essential duties of the position, with or without reasonable accommodation, demonstrated commitment to effective customer service delivery, and the ability to work productively as a member of a team or work group are basic requirements of all positions at Allegan County.

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

**Signature**

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee \_\_\_\_\_ Date \_\_\_\_\_