



## Vacancy Announcement

**Position:** Director of Public Health

**Date Posted:** January 07, 2021

**Closing Date:** Open until filled.

**About the Position and Department:** The Director of Public Health is responsible for a variety of programs which protect and promote the health of our citizens. This position is under the direct supervision of the Fallon County Commission. This is full-time position, Monday – Friday, 8:00 a.m. to 5:00 p.m.

**Position Overview:** This work includes identifying community health problems, diagnosing, and investigating health problems and health hazards in the community. This position leads and participates in the day-to-day operations of the Public Health Department, including but not limited to providing comprehensive nursing services in preventative health, home health, clinic programs, community outreach and relations, staff training and development.

**Required Education and Experience:** A high school diploma or equivalent is required for employment with Fallon County. The above knowledge, skills, and abilities are typically acquired through a Bachelor's degree in Nursing. A minimum of three (3) years of directly related experience in nursing, supervision, and administration of public health programs is required. Must hold a current and valid license to practice as a Registered Nurse in the State of Montana. Other equivalent combinations of education and experience may be considered.

**Preferred Education and Experience:** Previous experience in the supervision staff and experience with WIC is preferred.

**Additional Eligibility Qualifications:** Must possess or obtain a Montana driver license within thirty (30) days of employment. This position involves unsupervised contact with infants, children, the elderly, and/or individuals with various levels of disability and is subject to a pre-employment criminal background check. May utilize a County vehicle and is subject to a motor vehicle driving history review.

**Applicant Pool Statement:** If another department vacancy occurs in this job title within six months, the same applicant pool may be used for the selection.

**How to Apply:** Applications and a complete job description are available at the Human Resources office, 10 W. Fallon Avenue, Baker, Montana or online at [www.falloncounty.net](http://www.falloncounty.net). Submit completed applications (resumes optional) by the closing date to: Human Resources Manager, PO Box 846, Baker, Montana, 59313. Questions may be directed to Julie Straub 406-778-8164.

*This vacancy announcement provides a brief overview of the position for recruiting purposes and is not intended to as a full description of the work, competencies, and qualifications. For a complete job description, please contact Human Resources.*

*Fallon County is committed to affirmative recruitment and diversity in employment opportunity. It is the policy of Fallon County to provide equal opportunity to all persons seeking or having access to its employment, services and activities, which is free from restriction based on race, color, religion, national origin, age, gender, marital status, veteran status, sexual orientation or disability. The information contained on employment applications is sought in good faith. It will not be used to discriminate against any applicant for employment in violation of state or federal law.*