



VACANCY ANNOUNCEMENT

The Department of Health received a Civil Service Commission decision on August 26, 2020 approving interim appointments for Unclassified Service positions within the Department of Health for an interim Public Health Recovery Division, Epidemiology and Laboratory Capacity Enhancing Detection. This interim division is currently established and is expected to remain operational until November 30, 2022.

Title Public Health Consultant 2, Health Education [Unclassified]			Salary P24 \$62,645.01 - \$88,933.03
Posting Number E334-20	Position Number 962019, 961915	Number of Positions 2	Posting Period * From: 10/09/2020 To: 10/23/2020
Location: 50 East State Street, 6th Floor, Trenton NJ, 08625			Scope of Eligibility/Open to: Applicants who Meet the Requirements

GENERAL DESCRIPTION

Under the direction of the Assistant Commissioner or other designated supervisory official, within the Division of Family Health Services, the Public Health Consultant 2, Health Education, is responsible for activities in the planning, organizing and promoting of activities of the ELC project. COVID-19 has brought unprecedented challenges and this position is needed to provide overall Statewide coordination of the ELC Enhancement initiative to include completion of progress and grant expenditure reports. COVID-19 has had unprecedented impacts on the most vulnerable populations.. Duties include, but are not limited to the following:

Develops program goals and objectives and monitors grants that are targeted to addressing COVID-19's impact on the most vulnerable populations. Grants are monitored in accordance with Department of Health policies and procedures.

Communicates orally and in writing with internal staff and external grantees and partners regarding information and related guidance concerning COVID-19; guidance includes current updates and recommendations regarding preventing the spread of COVID-19.

Develops and implements specialized educational programs as assigned including implementation of these programs on a virtual basis as needed and appropriate.

Visits (whether in person or virtually as needed) and collaborates with existing state, county, and local health grantees and organizations to help them identify, study, plan and organize and implement appropriate actions for solutions of particular community health related problems.

Establishes and maintains effective working relationships with other state agencies and community partners.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree supplemented by 30 credit hours in an accredited program in community health education, or public health education.

EXPERIENCE: Three (3) years of comprehensive professional experience in a large-scale community health and/or public health education program.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:
PSTFHS@doh.nj.gov
- Mail the required documents to:
**Catherine Terrero, Clerk Typist Bilingual Eng&Span
Family Health Services
Reference Posting #E334-20
New Jersey Department of Health
PO Box 364
Trenton, NJ 08625-0364**

Required documents:

- cover letter
- resume
- completed application, found at:
<http://www.nj.gov/health/forms/dpf-663.pdf>

* Responses received after the closing date MAY be considered if the position is not filled.

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- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
 - *If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.*
 - *If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.*
 - *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
 - *In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.*
 - **The New Jersey Department of Health is an Equal Opportunity Employer.**
 - *RESUME NOTE: Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.*