



Sagadahoc County
BOARD of HEALTH

Volunteer County Public Health Officer

The person in this position will have broad experience in public health and familiarity with the Ten Essential Public Health Services*. This position was conceived (2006) as a partner to the EMA Director and Deputy Director; someone who could provide organizational structure for the Sagadahoc County Board of Health (SBOH) and the Local Health Officer's (LHO) forum.

Qualifications:

- County Public Health Officer (CPHO) must hold, at minimum, a certification or licensure in nursing or other health related field, or a Bachelor's Degree in a health related field, plus 10 years related experience in public health.
- Active medical certification (paramedic or higher) desired but not required
- Must be familiar with and committed to the County of Sagadahoc
- Comfortable with public speaking and written communications
- Agreeable to a background check consistent with Sagadahoc County employment

Responsibilities:

- Serve as a member of the Executive Committee of the Sagadahoc County Board of Health (SBOH)
- Maintain relationships with the LHO's through the District Liaison and the LHO Board member representative
- Attend bi-monthly SBOH meetings and support board chair in welcoming members and guests
- Serve as the County Commissioners resource on evidence-based public health
- Collaborate with the Executive Committee to
 - create agendas, and update the Modus Operandi when necessary
 - prepare and present an Annual Report to the County Commissioners

Emergency Management Agency Staff

This person(s) in this position will have an interest in public health issues, and in collaborating with community partners working to improve the health of the community.

- Act as the direct liaison to the County Administrator, elected officials and other county staff for the CPHO and SBOH
- Arrange for meeting location and refreshments for SBOH meetings
- Coordinate SBOH community education collaboratively with the Board
- Take meeting minutes and circulate to Board within 2 weeks following the meeting
- Provide consult for any and all written documents relating to official SBOH activities
- Represent the SBOH at monthly County Commissioners' meetings
- Maintain SBOH and LHO rosters and service terms

*Ten Essential Public Health Services: <https://dhr.vv.gov/publichealthquality/BPHPDF/Documents/February%2027th,%202014%20materials/10%20Essential%20Services%20Plain%20Language.pdf>

Please submit a resume and cover letter indicating your interest in this position to Sarah Bennett, Director of the Sagadahoc County Emergency Management Agency and Board of Health at sbennett@sagadahoccountyme.gov.