



Public Health
Prevent. Promote. Protect.

VICTORIA COUNTY PUBLIC HEALTH DIRECTOR

Full-Time

Salary Range \$85,000-115,000 per annual

Open Until Filled

ROLE OVERVIEW:

The Victoria County Public Health Department (VCPHD) Director primarily reports to the Victoria County Judge and Commissioners & ensures the functional capabilities of the VCPHD to meet the public health needs of the community. The VCPHD Director has a multi-jurisdictional responsibility in Victoria and DeWitt Counties, Texas with additional reporting responsibilities to DeWitt County Judge and the City of Victoria.

ESSENTIAL FUNCTIONS:ⁱ

- *Practices and supports visionary leadership* – works with the VCPHD, staff and other stakeholders to develop and articulate a vision for public health and the organization and encourages others to share the vision; assures the integration of the VCPHD into the transforming health system.
- *Leadership and Mentoring*-Provides leadership to management team and subordinate employee's as well ongoing mentoring responsibilities inclusive of coaching and team-building responsibilities.
- *Creates sense of mission* – articulates and models professional values and ethics; facilitates organizational mission development and reassessment; develops policies and processes that translate mission and vision into action and are in alignment with the State of Texas statutes, Victoria County policies and ordinances, City of Victoria ordinances and Texas Department of State Health Services rules and regulations.
- *Serves as effective change agent* – facilitates application of systems thinking; develops and implements performance measurement and evaluation strategies; facilitates strategic and tactical assessment and planning; facilitates empowerment of staff and community partners to take action; generates fresh ideas and approaches to solving public health problems.
- *Political competencies* – identifies and analyzes public health policy issues and alternatives; utilizes principles of media advocacy to communicate the public health mission to stakeholders; works with community coalitions and advocacy groups; guides the community and organization in seeking policy change and action on public health issues; translates policy decisions into organizational and community programs and services.
- *Negotiation* – guides and mediates the investigation and resolution of conflict within the organization and with other governmental agencies and community stakeholders.
- *Marketing and education* – utilizes principles of social marketing and health education to communicate with target audiences.



- *Manages organizational dynamics* – assesses organizational environment, needs, assets, resources and opportunities; develops new organizational structures utilizing knowledge of organizational learning, behavior and culture.
- *Employs inter-organizational collaborating mechanisms* – includes key stakeholders in collaborative ventures; develops collaborative and partnering strategies, including task forces and coalitions; facilitates networking of all stakeholders; develops collaborative strategic action plans
- *Social forecasting and marketing* – identifies and interprets emerging trends in public health and provides information, analysis, and interpretation to stakeholders and community partners.
- *Team-building* – develops organizational team structures and systems focused on customer service, continuous quality improvement, and accreditation standards; facilitates development of teams; serves as team facilitator, mediator, and effective team member

TASKS ASSOCIATED WITH FUNCTIONS, COMPETENCIES AND SKILLS

- Assures that the VCPHD conducts organizational strategic planning and monitors progress toward strategic goals, public health accreditation board (PHAB) standards through the continuation of formal public health accreditation
- Assures that the VCPHD participates in or leads ongoing community health assessment and planning in partnership with other community stakeholders, e.g., hospitals and other health departments
- Identifies and pursues funding from public and private foundation sources to address public health priorities identified through organizational strategic planning and community health assessments
- Seeks volunteer leadership positions with local funding agencies or community foundations, to encourage them to support public health priorities identified through community health assessment processes
- Serves on boards and committees of other community organizations to assure that the VCPHD is fully integrated into the local public health system
- Educates state and federal legislators and policymakers about funding and policy changes needed to address current and emerging public health problems
- Participates in research activities with academic and practice partners to increase the evidence-base for public health practice
- Serves as primary media spokesperson for the organization on public health topics or identifies other subject matter experts for that role if appropriate for a particular topic
- Leads organizational efforts to achieve and maintain local health department accreditation from the Public Health Accreditation Board
- Coaches and supports managers and staff to help them achieve organizational and personal improvement goals and identify measures of success; creates and promotes leadership development and succession planning opportunities for managers and staff
- Communicates regularly and frequently with VCPHD managers, staff, external stakeholders, and the public through in-person meetings, community forums, email, newsletters and written reports about trends and events of importance to the organization and the public
- Responds to common inquiries or complaints from citizens, elected and appointed officials, regulatory agencies, members of the business community, and all forms of the news media.



Public Health
Prevent. Promote. Protect.

- Actively involves herself/himself in peer professional organizations, e.g., National Association of County and City Health Officials, Texas Association of City & County Health Officials & the American Public Health Association
- Actively involves herself/himself in stakeholder organizations
- Continuously monitors organizational climate through surveys, focus groups and other media to assure a high level of staff morale and performance
- Assesses job performance of direct reports on an annual basis or more frequently if necessary and identifies opportunities for individual performance improvement
- Identifies and recruits community members for service on organizational advisory boards and committees
- Prepares agendas and meeting materials for VCPHD Board of Health meetings and serves at the Board's Secretary.
- Mobilizes support among the public and policymakers for public policy changes that improve health.
- Reviews hiring/firing recommendations from managers/supervisors and makes hiring recommendations to the Victoria County Commissioners.
- Seeks opportunities to increase workforce diversity through strategies contained in the organization's affirmative action plan.
- Organizes new community collaborations, coalitions and initiatives to address emerging public health issues.

ORGANIZATIONAL REQUIREMENTS:

- Master's Degree in Public Health from a CEPH-accredited academic program or Master's Degree in another relevant field.
- Experience in Strategic Planning (SP) and or leading (SP) efforts in public health realm.
- National Incident Management System (NIMS)/Incident Command System (ICS) 100, 700, 300, 400 and IC20.11 (Diversity Training) certification within six months of appointment
- Valid Texas driver's license and valid professional license if applicable.
- Must be able to pass a law enforcement criminal background check.

PREREQUISITE EXPERIENCE: the Health Department Director shall have a minimum of two to five years previous experience in management or leadership positions in a health department or other organization. Preference will be given to those candidates who have senior level leadership experience.

STATUTORY REQUIREMENTS: if the VCPHD Director is not a physician Local Health Authority (LHA), the Director will collaborate with the LHA. The LHA is appointed under the provisions of the Local Public Health Recognition Act, Health & Safety Code, and Chapter 121 to administer state and local laws relating to public health within the appointing body's jurisdiction.

COMPETENCIES AND SKILLS: the Health Department Director shall possess skill levels in these priority Core Competencies for Public Health Professionals appropriate for the senior management level:ⁱⁱ

Analytical/Assessment Skills



Public Health
Prevent. Promote. Protect.

- Reviews health status assessments of populations and their related determinants of health
- Expands access to public health data and information for the VCPHD staff and public
- Ensures the application of ethical principles in the collection, maintenance, use, and dissemination of data and information
- Integrates the findings from quantitative and qualitative data into organizational operations
- Determines community specific trends from quantitative and qualitative data
- Uses information technology effectively to collect, store, and retrieve data

Policy Development/Program Planning Skills

- Evaluates information relevant to specific public health policy issues
- Identifies policy options for the organization using knowledge of Texas public health law
- Develops policy for the organization
- Ensures public health programs are consistent with public health laws and regulations
- Ensures that public health laws are enforced fairly and consistently
- Ensures the consistency of policy integration into organizational plans, procedures, structures, and programs
- Integrates emerging trends of the fiscal, social and political environment into public health strategic planning

Communication Skills

- Must be able to communicate effectively with management staff and all employees
- Communicates in writing and orally, in person, and through electronic means, with linguistic and cultural proficiency
- Ensures that the public health organization seeks input from other organizations and individuals
- Ensures a variety of approaches are considered and used to disseminate public health information
- Applies communication and group dynamic strategies in interactions with individuals and groups
- Communicates the role of the local health department to other entities within the public health system

Cultural Competency Skills

- Ensures that the organization has strategies for interacting with persons from diverse backgrounds
- Ensures the consideration of the role of cultural, social, and behavioral factors in the accessibility, availability, acceptability and delivery of public health services
- Promotes diversity in the public health workforce
- Ensures that health equity and social determinants are focal points of strategic vision.

Community Dimensions of Practice Skills

- Establishes linkages with key stakeholders
- Ensures the collaboration and partnerships of key stakeholders through the development of formal and informal agreements
- Maintains partnerships with key stakeholders, especially elected officials from counties served by the VCPHD



Public Health
Prevent. Promote. Protect.

- Integrates the role of governmental and non-governmental organizations in the delivery of public health services
- Negotiates for the use of community assets and resources through MOUs and other formal and informal agreements
- Defends public health policies, programs, and resources

Public Health Sciences Skills

- Incorporates the Core Public Health Functions and Ten Essential Services of Public Health into the practice of the public health sciences
- Applies the basic public health sciences (including, but not limited to biostatistics, epidemiology, environmental health sciences, health services administration, and social and behavioral health sciences) to public health policies and programs
- Integrates a review of the scientific evidence related to a public health issue, concern, or, intervention into public health practice

Financial Planning and Management Skills

- Ensures that programs are managed within current and forecasted budget constraints
- Critiques strategies for determining budget priorities
- Recommends budgetary priorities for the organization
- Establishes a performance management system

Leadership and Systems Thinking Skills

- Incorporates ethical standards of practice into all interactions with organizations, communities, and individuals
- Advocates for individual, team and organizational learning opportunities within the organization
- Ensures the measuring, reporting and continuous improvement of organizational performance
- Ensures organizational practices are in concert with changes in the public health system, and the larger social, political, and economic environment
- Ensures the effective management of organizational change

ⁱ Adapted from the Public Health Leadership Competency Framework, National Public Health Leadership Development Network. Wright K, Rowitz L, Merkle A, et al. Competency development in public health leadership. *Am J Public Health*. 2000;90: 1202–1207.

ⁱⁱ Adapted from the Core Competencies for Public Health Professionals, Council on Linkages between Academia and Public Health Practice. www.trainingfinder.org/competencies. These Competencies were ranked as the top three priorities in each of the eight domains for 2011-2014 through a survey of District Board of Health members and managers. More than three priority competencies appear in most domains because some competencies were ranked equally.



Public Health
Prevent. Promote. Protect.

Apply to Administrative Services, Victoria County Courthouse. EEOE. No phone calls please. Employment Application can be found online under the employment jobs link: <http://www.vctx.org/employment/County%20Application%20Revised%202015.pdf>

Letter of Interest, Resume and salary requirement are required.

Victoria County Administrative Services
115 N. Bridge St., Room 127
Victoria, TX 77901