

# San Joaquin County Employment Opportunity

## **Public Health Emergency Preparedness Coordinator**

### Public Health Services

---

#### **About the position**

San Joaquin County Public Health Services is seeking a Public Health Emergency Preparedness Coordinator to fill a vital leadership position in the Emergency Preparedness unit.

The primary responsibility of this position will be to plan, organize, and administer Public Health Emergency Preparedness activities, including pre-emergency planning, emergency response activities, and post-emergency functions. In addition, this position coordinates and directs the development of presentations to the public, schools, community groups and organizations relevant to public health preparedness planning and response.

#### **The ideal Candidate**

The ideal candidate would have extensive knowledge and experience in developing and implementing emergency preparation and response programs for a diverse community. They should possess a bachelors or masters degree, preferably in public health or a health related field. A well qualified candidate will also possess extensive experience with planning and executing emergency preparedness activities.

An ideal candidate would embrace PHS' evolving horizontal leadership style and work closely with other managers across the department as part of the management team. This individual would also "model the way" for Emergency Preparedness staff to experiment with new ways to work across programmatic boundaries. Key to success, this leadership role requires an individual who knows how to gain trust – *and* how to trust. This leadership position also requires excellent communication skills.

#### **About the department**

Public Health Services (PHS) is a division of the Health Care Services Agency, with a mission to protect, promote and improve health and well-being for all who live, work, and play in San Joaquin County. The Public Health Services Division boasts a tradition of strong community involvement and leadership in health advocacy, while promoting a strong collaborative relationship with community partners. Public Health Services also houses one of the top public health laboratories in the State of California. Employing a staff of over 250, the division is proud to cultivate a culturally and linguistically diverse workforce that adhere to the core values of Public Health Services: collaboration, education, excellence, standards, accountability, and cultural and linguistic appropriateness.

Recruitment Announcement  
0921-RP0610-01

Equal Opportunity Employer

Human Resources  
44 N. San Joaquin Street  
Third Floor, Suite 330  
Stockton, California 95202  
Phone: (209) 468-3370

**SAN JOAQUIN**  
— COUNTY —  
*Greatness grows here.*

# Make San Joaquin County your new home!

A land of beauty, recreation and natural riches-from the waters of the Delta to the vines of the wine, San Joaquin County has it all. San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.

## Arts, Culture, and Recreation

The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and Stockton Children's Museum are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of celebration about individual customs, foods and cultures.

San Joaquin County government provides nine community parks for boating, camping, and picnicking, swimming and organized sports. Annual family events include the Asparagus Festival, attended by thousands of fun-seekers from the County and beyond.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The County-owned and operated Micke Grove Park offers a zoo, rides and a historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor to north of Sacramento and offering access to the San Francisco Bay.



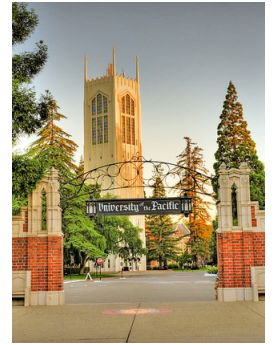
Recruitment Announcement  
0921-RP0610-01

Equal Opportunity Employer

Human Resources  
44 N. San Joaquin Street  
Third Floor, Suite 330  
Stockton, California 95202  
Phone: (209) 468-3370

## Education

From preschool to higher education, the County has it covered with an abundant array of public or private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus-Stockton Center, Humphreys College and Law School, National University, and the San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The County's 17 school districts provide families with a wide choice for children's educational development.



## Agriculture

The county is one of the most agriculturally rich regions in California. Grapes are the leading commodity, with 98,000 bearing acres, much of that in wine grapes. Over 85 wineries within the Lodi Appellation offer opportunities for tasting and special events.

Almonds, walnuts, tomatoes and cherries round out the top crops, with an abundance of other produce. Weekly farmers markets throughout the county offer a cornucopia of fresh fruit and vegetables. Fruit stands and pick-your-own produce farms dot the countryside.

## Housing

Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas.

Housing ranges from new developments to historic homes found mostly in central Stockton and downtown Lodi. San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area provides.

**SAN JOAQUIN**  
— COUNTY —

*Greatness grows here.*

# Public Health Emergency Preparedness Coordinator

Recruitment Announcement 0921-RP0610-01

## Typical Duties

Incumbents of this mid-management level class coordinates, plans, and monitors public health emergency preparedness activities. Responsibilities and duties assigned to this position may expand beyond those identified below

- Coordinates with staff to design, write, and maintain public health emergency response plans, manuals and standard operating procedures by utilizing local, state and federal regulatory guidelines and requirements to ensure plans are integrated with emergency response plans of other agencies.
- Coordinates, plans and conducts public health related emergency preparedness and response training, periodic disaster drills and exercises with applicable county departments, other government agencies, community agencies involved in public health emergency preparedness and response, as well as the general public.
- Supervises staff, assigns and reviews work; trains staff; conducts regular staff meetings to coordinate work plan goals and monitor progress.
- Develops annual grant budget and work plan and amendments, in collaboration with other department divisions and units.
- Monitors compliance with grant and expenditures; processes requisitions; prepares periodic grant financial progress reports; assists staff in preparing grant reports.
- Represents the public health emergency response effort before local, state and federal regulatory, advisory and governing bodies and attends meetings of those agencies and community agencies.
- Conducts research, analysis and planning related to public health emergency response preparedness.
- May act in the absence of management for matters within the scope of public health emergency preparedness plans.



## Minimum Qualifications

**Education:** Graduation from an accredited four-year college or university with a major in public health or health-related field, public or business administration, the social sciences or related field.

**Experience:** Three years of progressively responsible experience planning and executing emergency preparedness activities, including writing of plans, procedures, protocols, guidelines and exercise-related training.

**Substitution:** A master's degree in public health or health-related field, public or business administration, the social sciences or related field from an accredited college or university may substitute for one year of experience.

**License:** Possession of a valid California Driver's License.



Recruitment Announcement  
0921-RP0610-01

Equal Opportunity Employer

Human Resources  
44 N. San Joaquin Street  
Third Floor, Suite 330  
Stockton, California 95202  
Phone: (209) 468-3370

**SAN JOAQUIN**  
— COUNTY —  
*Greatness grows here.*

# Public Health Emergency Preparedness Coordinator

Recruitment Announcement 0921-RP0610-01

## Compensation and Benefits

Approximate Annual Base Salary:

**\$73,895 - \$89,820**

In addition to the base salary, the County offers an excellent benefits plan which includes a county contribution to health insurance, dental and vision insurance plans. Other benefits also offered by the County include:

- 1% employer contribution to 457 Deferred Compensation Plan
- 12 days sick leave annually with unlimited accumulation.
- 10 days of vacation leave (15 days after 3 years, 20 days after 10 years, and 23 days after 20 years)
- 10 days administrative leave per year
- 14 paid holidays per year
- 1937 Retirement Act plan with reciprocity with CALPERS.
- 125 Flex Spending Benefits Plan

## Potential cashable compensation

	Step 1	Step 5
Annual Salary*	\$73,895	\$89,820
1% Deferred Comp	\$738	\$898
Total	\$74,633	\$90,718

*Note: County employees who currently receive a cafeteria plan allowance and subsequently transfer, demote, or promote into the Middle Management represented unit, shall receive the capped contribution amount of the Middle Management unit. New hires into the Middle Management unit after January 16, 2012 are not eligible for Cafeteria Plan Benefits.*

Recruitment Announcement  
0921-RP0610-01

Equal Opportunity Employer

Human Resources  
44 N. San Joaquin Street  
Third Floor, Suite 330  
Stockton, California 95202  
Phone: (209) 468-3370

## Wellness

San Joaquin County is dedicated to providing its employees with a great benefit package and is interested in their overall well-being. Through our SJC Engage wellness program, San Joaquin County employees and eligible dependents are offered support in the way of various workshops, courses, and programs in areas such as Physical and Mental Wellness, Professional Wellness, and Financial Wellness. Employees also enjoy special employee pricing through Perks at Work.

For additional information regarding the wellness program, please click to visit the SJC Engage website:



## Application and Selection

The competitive process includes submittal of a completed San Joaquin County Employment application and Supplemental Questionnaire. Resumes will not be accepted in lieu of a complete application package. If a formal exam process is utilized, qualified applicants will be invited to participate in an oral examination interview which may include a practical exercise. The top-scoring candidates will be referred to the department for a hiring interview. To apply, submit a completed application and supplemental questionnaire on or before the final filing date.

To apply, visit our [webpage](#) or scan this QR code with your smartphone's camera.



**Final Filing Date: October 22, 2021**

**SAN JOAQUIN**  
— COUNTY —  
*Greatness grows here.*