



# San Joaquin County Public Health Services

## Supervising Public Health Educator



San Joaquin County  
Human Resources Division  
44 N San Joaquin St, Suite 330  
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[www.sjgov.org/department/hr](http://www.sjgov.org/department/hr)

Recruitment Announcement  
0119-RS4105-01

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

### THE POSITION

San Joaquin County is searching for an experienced professional who desires a rewarding employment opportunity as a Supervising Public Health Educator in the Public Health Services Health Promotion and Chronic Disease Prevention Unit.

This is the supervisory class in the Public Health Educator series. An incumbent in this class supervises professional and sub-professional staff responsible for assessing public health education needs including developing, implementing and evaluating appropriate programs, services and materials. In addition to assigned supervisory duties, incumbents also perform a wide range of professional health education duties.

### THE DEPARTMENT

San Joaquin County Public Health Services is a division of the Health Care Services Department. The mission of the department is to promote a healthy future for a culturally diverse population of nearly 700,000. Public Health Services offers innovative, quality health services to the residents of San Joaquin County. The staff of over 200 professionals serve members of the community with respect by acknowledging and supporting diversity, and have a strong tradition of community partnership and leadership in health promotion.

The Health Promotion and Chronic Disease Prevention Unit works to improve the public's health through the following programs/services: [Child Passenger Safety Program](#), [Injury Prevention Program](#), [Local Oral Health Program](#), [Nutrition Education and Obesity Prevention Program](#), [Public Information and Communication](#), and the [Smoking & Tobacco Outreach/Prevention Program \(STOPP\)](#).

Visit our website:



### SAN JOAQUIN COUNTY

San Joaquin County is an extraordinary place to work and live. A land of beauty, recreation and natural riches – from the waters of the Delta to a vibrant wine region, 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 nature, music, arts and culture. With affordable home prices, competitive salary and benefits and abundant recreational activities, what-ever your interest, it can most likely be found in San Joaquin County, making this a desirable place to live, work and play.



## SUPERVISING PUBLIC HEALTH EDUCATOR

### TYPICAL DUTIES

- Supervises and participates in the development, implementation and maintenance of programs and services designed to meet the public health educational needs of private and public organizations, schools, community groups and the general public.
- Supervises professional and sub-professional public health education staff; selects and/or participates in the selection of new employees; ensures that assigned employees receive appropriate training; assigns and directs staff work activities; monitors and evaluates staff performance; initiates corrective and/or disciplinary actions as needed.
- Coordinates with the Health Education Program Coordinator and other agency managers and staff regarding the development, implementation and evaluation of the health education components pertaining to their specific activities; may consult with management in the development of various agency programs.
- Supervises and participates in the preparation and delivery of presentations to various community and public groups; provides education liaison between Public Health Services and various interest groups, agencies and schools, and assists these organizations in developing internal health education programs.
- Supervises and participates in the development of programs and services to interpret the work and availability of public health services to public groups, other agencies, and the general public and to make the public aware of public health needs, problems, general health maintenance practices and methods of disease prevention and control.
- Coordinates with the Deputy Director and department managers to determine staff development and training needs; serves as liaison to agency and County staff development programs.

### MINIMUM QUALIFICATIONS

Education: Possession of a master's degree in Public Health from an accredited college or university, with a specialization in public or community health education programs, or the equivalent, accredited by the Council on Education for Public Health.

Experience: Two years of post-graduate experience as a public health educator.

License: Possession of a valid California driver's license.



### IDEAL CANDIDATE

The ideal candidate will have knowledge of the principles, methods and materials of public health education and general public health principles, programs, organizations, and resources. It is important they possess an understanding of budgeting, finance, contracting, outreach and marketing, and personnel management. Familiarity of the principles and practices of developing, preparing and presenting educational materials in written and exhibit form as well as the ability to prepare technical educational literature and related printed material and communicate effectively, both orally and in writing.



# SUPERVISING PUBLIC HEALTH EDUCATOR

## COMPENSATION AND BENEFITS

Approximate Annual Base Salary:

**\$73,133 - \$88,944**

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:

- ◆ 1937 Retirement Act plan with reciprocity with CALPERS.
- ◆ 125 Flex Spending Benefits Plan
- ◆ 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)
- ◆ 14 paid holidays per year

For additional benefits information, please visit:  
**[www.sjgov.org/departments/hr/benefits](http://www.sjgov.org/departments/hr/benefits)**

## 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.

[www.sjcengage.com](http://www.sjcengage.com)



*Enhancing Employee Engagement in San Joaquin County*

## APPLICATION SUBMITTAL and SELECTION PROCEDURES

The competitive process includes submittal of a completed San Joaquin County Employment Application and responses to the supplemental questions. Resumes will not be accepted in lieu of the required application materials. Completed application package must be submitted to Human Resources on or before the final filing date. Application materials may be obtained from and submitted to:

**Application Deadline: March 1, 2019**

**San Joaquin County Human Resources**  
**44 N San Joaquin, Suite 330**  
**Stockton, CA 95202**  
**Tel: 209-468-3370**  
**Fax: 209-468-0508**

**Or apply on-line at: [www.sjgov.org/departments/hr](http://www.sjgov.org/departments/hr)**

All application materials will be reviewed and must demonstrate that you possess the knowledge, skills and abilities required for the position.

For selection procedures and a complete job description, please visit our website:

**[www.sjgov.org/departments/hr/employment\\_info](http://www.sjgov.org/departments/hr/employment_info)**





# SUPERVISING PUBLIC HEALTH EDUCATOR

## SUPPLEMENTAL QUESTIONNAIRE

Please provide responses to the following questions along with your employment application. This supplemental questionnaire is an extension of your employment application and will be reviewed to thoroughly assess your qualifications. Resumes are not accepted in lieu of completing this questionnaire.

Please number your responses and address each question separately, limiting responses to one page per question. When responding to questions relating to your work experience, please provide a detailed description that includes the name of your employer, dates of employment (beginning and end dates), job title, number of hours worked per week, and indicate if experience was paid or unpaid.

1. Do you possess a master's degree in Public Health from an accredited college or university, with a specialization in public or community health education programs, or the equivalent, accredited by the Council on Education for Public Health?

☐ Yes      ☐ No

If yes, please identify the college you attended, degree and date obtained and specialization.

2. This position also requires two years of post-graduate experience as a public health educator. Please list the name of employer, dates of employment, job title and duties performed.

Include the name of your employer, dates of employment, job title, and number of hours worked per week.

3. This position requires possession of a valid California driver's license. Please provide your license number and expiration date.