

Public Health Specialist- Chronic Disease Prevention

(<https://www.governmentjobs.com/careers/gallat>)





APPLY

Salary ⓘ	\$2,278.40 - \$2,515.20 Biweekly	Location ⓘ	Bozeman, MT
Job Type	Part-Time	Job Number	00486
Department	Health	Opening Date	07/05/2023
Closing Date	Continuous		

<u>DESCRIPTION</u>	<u>BENEFITS</u>
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POSITION OVERVIEW

This position is part of the Chronic Disease Prevention Program at the Health Department and is located in the Prevention Services division of the Gallatin City-County Health Department. As a member of the Chronic Disease Prevention team, this position supports initiatives designed to improve longevity and quality of life for people at risk for or diagnosed with chronic conditions. This position will be responsible for implementing the National Diabetes Prevention Program (DPP) lifestyle intervention curriculum and the Montana Asthma Home Visiting Program. This position prepares people to make positive, informed choices so that they can live a healthy life, receive diagnoses early and manage chronic conditions by enabling access to prevention and mitigation services, informing, and educating, collaborating with community providers and partners, and promoting healthy environments. This position is responsible for providing a variety of professional and administrative home visiting services within the city-county health department to promote and maintain individual, group, and community health; conducts home visits for high-risk families to assess health issues; provides referrals and education; monitors clients and develops plans of care; and completes required documentations. Position will work closely with Health Department staff to integrate chronic disease efforts within the department and works with community partners, health care providers, and social service agencies to implement health promotion activities. Work requires home visits to high-risk families, and may involve contentious situations. Contact with the public in health care situations involves exposure to illness and disease. This position reports to the Prevention Services Division Director. This position is grant funded.

Each duty checked below makes up at least 20% of the job, and all other functions are included

in Other Duties as Assigned. All duties below are essential functions unless otherwise indicated.

CHRONIC DISEASE PREVENTION

- Works with supervisor to satisfy the deliverables of the Coordinated Chronic Disease contract including development of an annual work plan, submission of quarterly and final reports, evaluation summaries, and other reports as necessary. Participate in administrative site conference calls and trainings.
- Works with supervisor to assess the need for prevention and control of chronic disease and injury in the jurisdiction, including the specific needs of those disproportionately impacted by the lack of such services.
- Works with supervisor to assess the factors and conditions that affect chronic disease and injury, including the social determinants of health and their impact on chronic disease and injuries.
- Works with supervisor to convene public health partners to identify strategies or initiatives for governmental public health to address chronic disease and injury in the jurisdiction.
- Works with supervisor to develop and maintain collaborative plans for the prevention and control of chronic disease and injury.
- Implements population-based strategies to address issues related to chronic disease and injury. Provides direct service delivery and case management as needed.
- Informs, communicates, works cooperatively with, and influences others on policy, system, and environmental changes that will prevent harm and improve health related to chronic disease and injury.
- Plans, organizes, coordinates, and participates in the development and evaluation of evidence based chronic disease health promotion and health education programs.
- Responds to general and specific inquiries, interprets information needs, locates applicable resources, and connects individuals and partners to appropriate staff member or agency to assist with obtaining services either in the community or through the health department.
- Utilizes customized software program to collect data, document program specific client and community efforts, query data, and create reports.
- Acts as a resource person in health education; applies appropriate research principles in health education and health promotion.

COMMUNITY PARTNERSHIP DEVELOPMENT

- Identify, develop and maintain strategic partnerships with governmental and non-governmental partners from across sectors that may have roles in delivering chronic disease prevention services, improving the social determinants of health, or impacting health outcomes.
- Participate in external partnerships to represent chronic disease prevention interests, provide resources and support to improve health outcomes.
- Convene governmental and non-governmental partners to promote health, prevent disease, and protect residents.
- Convene communities at the grassroots level to engage with residents, support bi-directional information sharing, foster leadership opportunities, and facilitate participatory

decision-making and action for chronic disease prevention.

- Establish relationships with communities located within the jurisdiction with the goal of building trust and authentically engaging through community-driven approaches to chronic disease prevention, particularly in historically marginalized and underserved communities and those most impacted by health disparities and underlying inequities.

COMMUNICATIONS

- Develop and maintain systems and processes for routine information sharing about chronic disease prevention with community members and partners.
- Collaborate with partners, communities, and individuals to co-create communications strategies and coordinate routine chronic disease prevention communications.
- Provide timely, scientifically accurate, and locally relevant information on chronic diseases and injury prevention.
- Communicates, both orally and in writing, health education and promotion needs, concerns and resources.

HOME VISITS

- Conducts home visits for clients to assess health issues and home environment and provides education as appropriate.
- Monitors and evaluates clients, identifies patient needs, develops patient plan of care, and provides educational information on appropriate topics or makes referrals to community resources and services.
- Provides services to clients referred to the home visiting programs of the Health Department to ensure needs are met.
- Assesses needs based on historical and current information. Develops treatment plans and establishes a plan with goals, objectives and activities that can be accomplished with support.
- Makes referrals to other community resource agencies and specialists as appropriate.
- Ensures all paperwork is completed, documentation is submitted and all necessary family information is gathered.
- Establishes partnerships with the individual and family as appropriate as a service provider and advocate. Builds trust in the relationship with the adult client or the pediatric client and their parents or guardians.
- Follows up with clients to ensure appropriate services have been obtained, to determine progress in following treatment plans, and to provide additional education and support.
- Serves as a liaison between the Health Department and other community service programs and providers.
- Reviews caseloads, files, statistics and summaries associated with the program to identify success, trends, issues of concern and opportunities to provide improved and/or more comprehensive services to individuals.
- Reviews and revises care plans and determines if changes are appropriate and necessary. Implements changes as needed.
- Completes required documentation in an accurate and timely manner for the purpose of keeping current and progressive data related to needs, efforts, progress, outcome, and communication with family.

DIABETES PREVENTION PROGRAM

- Implement the National Diabetes Prevention Program (DPP) lifestyle intervention curriculum.
- Teaches classes and makes public presentations on topics such as nutrition, physical activity, diabetes prevention and weight loss.
- Assesses participant readiness for behavior change and collaborates and coordinates with other community agencies and resources to offer a variety of supportive and treatment services, based on the assessed needs of the individual client.
- Coordinate with participants and their primary care provider to ensure all participants have fasting blood glucose and a lipid panel completed within 12 months prior to enrollment; at the conclusion of the first 6 months and at the completion of the 12-month program.
- Recruitment, enrollment, and retention of participants for the National Diabetes Prevention Program among priority populations.
- Achieve and maintain Centers for Disease Control and Prevention recognition for the Diabetes Prevention Program.
- Collects data and prepares quarterly reports for funding agency and the Centers for Disease Control and Prevention.

Other Duties as Assigned

- Perform a variety of other duties as assigned by supervisor. This includes coordinating special projects and events, system and grant research and analysis, representing the profession and the County at meetings, conferences, and special events, attending continuing education and training as required and accounting of time electronically at the end of the workweek.
- If the County Commission proclaims a local emergency due to an actual or threatened disaster such as an earthquake, fire, riot, flood, etc., County employees may be required to provide services during the emergency and for a subsequent period of assessment and recovery.

QUALIFICATIONS

This work requires knowledge of the principles and practices of public health including: chronic disease surveillance, prevention and self-management interventions, vaccine preventable disease and related inoculations, physical, family and community assessments, human growth and development, educational methods for individuals, groups and the public in general, public health laws and rules, community resources, record keeping and basic computer skills. Also required is the ability to communicate effectively verbally and in writing; ability to prioritize tasks according to deadlines, work independently and follow instructions; ability to multitask and seek appropriate guidance when needed; and use of a variety of medical equipment and tools.

Because this is a generalist position, the incumbent must have knowledge of all of the Department's programs in order to provide assistance as needed. Must possess self-initiative but be able to work as part of a team. Position also requires customer services standards with a high-level of skill in dealing with the public, sometimes under stressful situations.

EDUCATION & EXPERIENCE

This position must be licensed in the state of Montana as a registered nurse, licensed practical nurse, licensed respiratory therapist, Certified Asthma Educator (AE-C) or other healthcare professional who can complete the Certified Asthma Educator Exam within two years of hire. Eligible healthcare professionals for the Certified Asthma Educator Exam include Physicians (MD, DO), physician Assistants (PA-C), Nurses (RN, LPN, NP), Respiratory Therapists (RRT, CRT), Pulmonary Function Technologists (CPFT, RPFT), Pharmacists (RPh), Social Workers (CSW), Health Educators (CHES), Physical Therapist (PT), Occupational Therapist (OT). The required knowledge, skills, and abilities are typically acquired through a combination of education and experience equivalent to a bachelor's degree in public health, nutrition or related field. This position must have one year of work experience in public health. Basic Spanish language preferred.

LICENSES: Applicants must possess a valid driver's license, provide transportation to conduct out of office job duties (mileage reimbursement provided under County policy), and be insurable under the County's liability policies.

SUPPLEMENTAL INFORMATION

About Gallatin County:

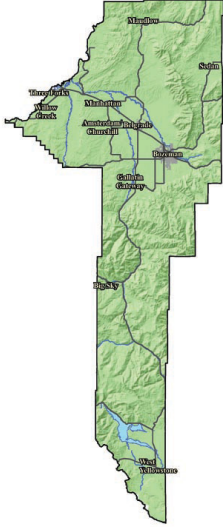


Located in a sweeping valley in the heart of the Rocky Mountains, Gallatin County is the most populated and fastest growing county in scenic southwest Montana. The County Seat of Bozeman at large encompasses over 50,000 people, yet has a small town feel. Located in a breathtaking Rocky Mountain setting, it is close to world-class downhill skiing, blue ribbon trout streams, Yellowstone National Park and a multitude of other outdoor activities in the pristine nearby wilderness areas.

Gallatin County covers over 2,500 square miles of mountain lands varying in topography and climate from temperate river valleys to snow-capped peaks and open ranch lands. Nearly half of all the land in Gallatin County is under public ownership by the Gallatin National Forest, the

State of Montana, Bureau of Land Management or the National Park Service.

Gallatin County is large and diverse, featuring everything from the spectacular scenery of Yellowstone National Park (our first National Park) to lush farmland, and a growing economy of high-tech industries. Skiers, outdoor enthusiasts, wildlife watchers, mothers and fathers, business owners, vacationers, ranchers, retirees, students, and many others have grown to love Gallatin County's boundless opportunities.



Some of the many benefits offered to full-time and part-time employees:

Excellent Medical Health Benefits – Group health benefits, including dental and vision coverage, are available to eligible County employees. The medical health benefits premium is covered for full-time employees. The County contribution is pro-rated on hours paid for part-time employees. The employee pays the premium portion for dependent coverage. Family health benefits coverage is \$205.00 per pay period.

Medical deductible is \$400 for an individual and \$1,000 for a family.

Paid Parental Leave (PPL)- In recognition of the importance of bonding and care of a newborn child or a child placed for adoption, Gallatin County provides 240 hours of PPL to eligible full-time employees. The hours are pro-rated for part-time employees.

Tuition Assistance- Because we value the professional and personal development of our employees, Gallatin County is proud to offer reimbursement of certain education expenses.

To see all of our benefits, please click on the benefits tab.

As a condition of hire, the final candidate will be required to successfully pass a criminal history check and background investigation.

For application consideration, the following documents are required to be submitted with your online application:

- Cover Letter
- Resume'
- Three (3) work references

Gallatin County is an equal opportunity employer. All applicants will be considered for employment on the basis of merit and qualifications without regard to race, creed, religion, color, or national origin or because of age, physical or mental disability, marital status, or sex when the reasonable demands of the position do not require an age, physical or mental disability, marital status, or sex distinction.

Agency

Gallatin County

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