



**COUNTY OF SONOMA (CA)
INVITES APPLICATIONS FOR THE POSITION OF:**

Health Officer

An Equal Opportunity Employer

SALARY

\$87.27 - \$106.07 Hourly \$7,005.50 - \$8,514.65 Biweekly \$15,178.58 - \$18,448.40
Monthly \$182,142.96 - \$221,380.82 Annually

OPENING DATE: 06/13/18

CLOSING DATE: 07/11/18

THE POSITION

Sonoma County is seeking a skilled and dynamic physician who is passionate about community health improvement as its next Health Officer. Recognized for its commitment to innovation and collaboration, the County of Sonoma strives to be the healthiest county in California. The Health Officer plays a key leadership role in bringing this vision to reality. The Health Officer is appointed by the Board of Supervisors and reports to the Director of Health Services for administrative direction. To view the color brochure, please click [here](#).

THE IDEAL CANDIDATE

The ideal candidate will:

- Be a strategic thinker who can identify courses of action and paths that advance the health goals of the community and opportunities for engagement.
- Provide forward thinking direction in the application of the principles and practices of community health, preventive medicine, environmental health, emergency medical services, and integrated behavioral health.
- Be action and results oriented, passionate about improving social factors that influence health outcomes for the community, with hands on experience in community health practice.
- Be an initiator, identifying new possibilities for combining opportunities and resources to advance community health policies and goals.
- Be a relationship builder who understands the strengths and roles of the health care community, fosters relationships with County and community partners, and leads in the advancement of shared vision.
- Possess excellent communication skills, skilled in communicating orally and in writing, with presentation skills that move audiences to engagement and action.
- Be able to work independently, while supporting various work team models, in support of the Department of Health Services Vision, Mission, and Strategic Plan implementation.

The Health Officer position provides leadership on key public health priorities and activities affecting the whole Department and the health of the community. The Health Officer also provides leadership and administrative oversight for the Deputy Health Officer, who manages programs and services in the areas of Disease Control, Surveillance and Response, Public Health Laboratory, Vital Statistics, Emergency Medical Services, Preparedness, and Clinical Services.

The Health Officer will be a champion of a "Health in all Policies" approach to improving community health in Sonoma County. In doing so, the Health Officer will actively engage County and community partners; successfully articulate the connections between broad systems and the integration of primary care, behavioral health care and public health prevention strategies; and lead efforts to improve health status, including system level changes that address health inequities and the socio-economic and environmental determinants of health such as land use planning, transportation, housing, income, and education.

The Health Officer will collaborate with an energetic and visionary Department of Health Services staff in implementing policies and initiatives to improve these systems. Examples of local initiatives include, but would not be limited to, local food systems, water and environmental quality, oral health for children and adults, land use planning, and health care system integration supporting the "Triple Aim" of improved care, decreased cost, and increased access. Sonoma County's Health Officer will work to promote health across the lifespan. This approach diverges from traditional disease-by-disease prevention approaches and attempts to organize, support, and build long-term community capacity to identify and address priority health issues.

The Health Officer develops medical protocols for the Department of Health Services; serves as an advisor to elected and appointed officials, members of the medical community, and the public; and plays an integral role in the development of reports on the health status of the community. The position is responsible for ensuring medical oversight and enforcement of public health laws, regulations, and ordinances across the jurisdiction, and in the nine (9) cities in Sonoma County.

THE FUTURE OF THE POSITION

Jurisdictional boundaries don't limit the social factors that influence health outcomes and there is the potential for the Health Officer to play a broadened role on a regional basis, through collaborative multi-county efforts to address the areas noted above. This opportunity will be considered during the recruitment process, informed by the strengths and experience of the most qualified candidates.

The Health Officer can look forward to:

- Collaborating with partners regarding the impact and influences on health where people live, work, learn, and play.
- Employing a spectrum of prevention strategies in multiple settings to collectively impact community health goals.
- Influencing systems and strategies to expand access to quality, integrated primary care, and behavioral health services.

The Department is leading several strategic initiatives in which the Health Officer will have an integral role, including a County-wide effort identifying best practices in engaging specific populations to ensure the County and other services providers meet known needs, and identify unmet needs.

THE DEPARTMENT OF HEALTH SERVICES

The Department of Health Services is a large, complex department consisting of various divisions including: Administration, Public Health, and Behavioral Health. The Department's mission is to promote and protect the health and well-being of every member of the community, and its values form the basis for its operating principles:

- **Health Equity:** We strive for all individuals and communities to have equal opportunity for health and well-being.
- **Transformation:** We believe individual and community health cannot prosper without a transformed health system and community environment.
- **Integration:** We understand health as an integrated, complex, dynamic state of being and we strive for an integrated approach in all that we do.
- **Partnerships:** We collaborate with our many partners as necessary to achieve our goals and vision, which are shared by many in our county.
- **Quality of Service:** We are committed to high quality in all of our direct services.
- **Transparency:** We believe that we must be transparent in our processes and decisions and accountable to those we serve.
- **Evidence-Based Practices:** We believe that data about real outcomes informs our practice, and we build on demonstrated success.
- **Innovation:** We strive to create a culture of creativity among our staff and encourage innovation in partnership with other organizations and within the community.

The Department of Health Services Executive Management Team, reporting to the Director includes the Assistant Director, Health Officer, Director of Behavioral Health, Director of Public Health, Compliance Officer, Privacy Officer, and Administrative Officer of Policy, Planning, and Evaluation.

The County of Sonoma Department of Health Services fiscal year 2017-2018 budget of approximately \$245 million, consists of over 600 regular and extra-help positions and provides services throughout the County. The Department's revenue sources include State and Federal funds, fees and reimbursements for services, and County General Fund.

Please visit the department's website for information on its programs, services, organization, and partnerships. www.sonoma-county.org/health

SONOMA COUNTY

Sonoma County offers a rare and compelling array of scenic, recreational, and geographic characteristics – including over 200 award-winning wineries, inspiring coastline and beaches, the Russian River, and majestic redwoods. The County encompasses over one million acres of land and water, rich with agriculture, parks, campsites, lakes, and open space.

Sonoma County is home to almost 500,000 residents and offers a wide variety of art and music festivals, farmers' markets, and concert venues. Local schools continually rank high on California's Academic Performance Index, and the Santa Rosa Junior College and Sonoma State University offer higher education opportunities.

Sonoma is a general law county, governed by a five-member Board of Supervisors. The Board is fully committed to a mission and vision that values high quality services to support and enrich the community, strong leadership, engaged citizen participation, transparency and accuracy in information, and efficient and fiscally sustainable government. The County Administrator leads a team of dedicated department heads who work collaboratively to address and strategically prepare for County initiatives and challenges. The County has 28 departments, agencies, and special districts and employs over 4,000 regular employees with an annual budget of approximately \$1.6 billion for fiscal year 2017-2018.

Please visit www.sonomacountyconnections.org for more information about Sonoma County as a place to live, work, and build your career legacy.

KEY DATES IN THE SELECTION PROCESS

July 11, 2018 - Final day for submission of application materials.

July 30, 2018 - Top candidates will participate in the Department Selection Interview.

July 31, 2018 - Finalists will meet with the Board of Supervisors.

MINIMUM QUALIFICATIONS

Any combination of education, training and experience which would likely provide the knowledge and abilities listed herein. Normally this would include:

Education and Experience: Graduation from an accredited medical school with a Doctor of Medicine degree and a minimum of three years of responsible work in a public health service that included both clinical and managerial experience. Training in Family Practice, Pediatrics or Internal Medicine is desirable. Additionally, possession of a Master's Degree in Public Health from an accredited school must be achieved within three years of appointment.

License/Certification: Possession of a valid Physician's and Surgeon's Certificate issued by the State of California.

Eligibility to obtain a Controlled Substances Registration Certificate issued by the United States Department of Justice. Eligibility to obtain Medicare and Medi-Cal provider licenses from program fiscal intermediaries.

Possession of a valid driver's license at the appropriate level including special endorsements, as required by the State of California, may be required, depending upon assignment, to perform the essential job functions of the position.

KNOWLEDGE, SKILLS, AND ABILITIES

Thorough Knowledge Of: the principles and practices of modern medicine, including preventive medicine; the medical principles and protocols associated with the management of public health and environmental health problems; the principles and practices of emergency medical services, including advanced life support; laws, ordinances, and regulations relating to public health, environmental health, hazardous materials, and emergency medical services.

Considerable Knowledge Of: modern management principles and practices; organizational dynamics, conflict resolution, and behavior and performance management; public health administration; principles and practices of personnel management.

Ability To: establish and maintain effective working relationships with the Director of Health Services, County Administrator, the Board of Supervisors, other County managers, subordinates, community groups, other public health agencies, medical professionals, the general public, and others who have an interest in public health issues; evaluate and define community public health needs and develop cost effective proposals to meet defined needs; establish and maintain modern systems of record keeping, information retrieval, and statistical analysis of public health data; speak and write effectively and to prepare clear and comprehensive reports.

SELECTION PROCEDURE & SOME HELPFUL TIPS WHEN APPLYING

Your application information and your responses to the supplemental questions are evaluated and taken into consideration throughout the entire selection process.

You should list all your employers and positions held within the last ten years in the work history section of your application and should be as thorough as possible when responding to the supplemental questions.

You may include history beyond ten years if related to the position for which you are applying. If you held multiple positions with one employer, list out each position separately.

Failure to follow these instructions may impact your competitiveness in this process or may result in disqualification.

Please visit [Getting a Job with the County of Sonoma](#) to review more detailed information about the application, examination, and department selection processes.

APPLICATION SUBMISSIONS REQUIRE THE SUPPLEMENTAL QUESTIONNAIRE BE COMPLETED.

Responses to supplemental questions may be scored using position-specific criteria. Please provide specific and detailed responses of a reasonable length to allow for thorough assessment of your qualifications. Responses which state "See Resume" or "See Application" may be considered insufficient and therefore may not be scored.

The selection procedure will consist of the following examinations:

1. Your application and responses to the supplemental questionnaire will be reviewed for possession of the minimum qualifications, and to evaluate coursework, training, experience, knowledge and abilities which relate to this position. This process will determine your score and rank on the employment list. Applicants must attain a minimum passing score of at least 70% on the Application and Supplemental Questionnaire Appraisal Examination to be placed on the employment list.
2. Candidates that place in ranks 1-3 will be referred to a department selection panel interview. The department selection interview is tentatively scheduled for **July 30, 2018**.
3. Candidates identified as best meeting the needs of the organization will be invited to a final selection interview with the Board of Supervisors, tentatively scheduled for **July 31, 2018**.

Reference interviews and a background investigation will then be conducted on one or more finalists prior to a final selection. An offer is tentatively expected to be made by **August 17, 2018**.

IMPORTANT NOTES

Due to the selection procedure listed above, it is important that you make every attempt to clearly describe your qualifications for this position. We recommend that you list all employers and positions held within at least the last 15 years in the work history section of your application and to include history beyond 15 years if related to the position for which you are applying. If you held multiple positions with one employer, please list each position separately. In addition, be sure to respond thoroughly and clearly to the supplemental questions at the end of this job bulletin. The information you provide in your application and supplemental material will determine your score and rank on the employment list.

Resumes can be submitted or inserted into the online application; however they will not be accepted in lieu of a fully completed job application and supplemental question responses.

ADDITIONAL INFORMATION

A background investigation is required prior to employment. Candidates referred to departments for a selection interview are typically required to sign authorization and release forms enabling such an investigation. Failure to sign prescribed forms will result in the candidate not being considered further for that vacancy. Reference information will not be made available to applicants.

Additional requirements, such as successful completion of a physical exam, drug screen, etc., may apply, depending on the duties and responsibilities of the position. If you receive a conditional job offer for the position, the requirements upon which the offer are contingent will be outlined in the conditional job letter. You may also review the [Job Classification Screening Schedule](#) to determine the requirements for this position.

HOW TO APPLY

If you are interested in this outstanding opportunity, please submit an online job application and responses to the supplemental questions, which articulate your experience, responsibilities, and pertinent accomplishments by Wednesday, July 11, 2018.

Apply at www.yourpath2sonomacounty.org.

Questions can be directed to:

Tony Fortunato, Human Resources Analyst
County of Sonoma Human Resources Department
Telephone: (707) 565-3553
Facsimile: (707) 565-3770
tony.fortunato@sonoma-county.org

The County of Sonoma prioritizes and is committed to continuously providing a workplace where equal employment opportunity is afforded to all people. Please view the County's [Equal Employment Opportunity Policy](#) for further information.

HR Analyst: TF
HR Technician: KW

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:
<http://www.yourpath2sonomacounty.org>
OR
575 Administration Drive, Suite 116B,
Santa Rosa, CA 95403

EXAM #18/06-2675-O
HEALTH OFFICER
TF

Health Officer Supplemental Questionnaire

- * 1. Please check each of the appropriate boxes below.
 - ☐ I possess a valid Physician's and Surgeon's Certificate issued by the State of California.
 - ☐ I possess or am eligible to obtain a Controlled Substances Registration Certificate issued by the U.S. Department of Justice.
 - ☐ I am enrolled, or am eligible to enroll and maintain enrollment, as a Medicare provider.
 - ☐ I am enrolled or am eligible to enroll and maintain enrollment, as a Medi-Cal provider.
 - ☐ I possess a Master's Degree in Public Health.
 - ☐ I am willing to obtain a Master's Degree in Public Health within three (3) years of appointment.
- * 2. Please describe how your education and experience in public health qualify you for the Health Officer position.
- * 3. Please discuss your experience developing services and systems that integrate public health prevention strategies with primary care and behavioral health services. Detail how you developed and strengthened partnerships with other individuals, government agencies, and community organizations. Describe your role, responsibilities, and specific actions you took to address challenges and develop solutions.
- * 4. Please describe your experience in working across diverse local, county, regional, and state populations using a "Health in all policies" approach to create policy and system changes that improved community health.
- * 5. Please describe your experience coordinating a response to an emerging or urgent public health issue such as a disease outbreak, environmental hazard, or emergency response.
- * 6. Please describe your leadership philosophy. Detail a time your philosophy influenced your strategy to mobilize a team, influence others, and successfully implement programs.
- * 7. Please describe your use of data to inform, educate, and mobilize the community. Detail reports you have produced and been responsible for, how the information was used, for what audience, and how it impacted the health of the community.
- * 8. How did you learn about this opportunity?
 - ☐ American Public Health Association
 - ☐ Association of Bay Area Governments
 - ☐ CalJobs
 - ☐ California City News
 - ☐ California State Association of Counties
 - ☐ Careers in Government
 - ☐ College or University
 - ☐ County Health Executives Association of California
 - ☐ Craigslist
 - ☐ Employee of Sonoma County
 - ☐ Facebook
 - ☐ GovernmentJobs.com
 - ☐ Health Officer Association of California

- ☐ Hispanic Chamber of Commerce of Sonoma County
- ☐ Indeed
- ☐ Job Fair
- ☐ Latino Service Providers
- ☐ LinkedIn
- ☐ Los Cien
- ☐ Minority Organization or Group
- ☐ Monster
- ☐ National Association of County and City Health Officials
- ☐ Press Democrat
- ☐ sonoma-county.org/www.yourpath2sonomacounty.org
- ☐ Sonoma County Human Resources Office
- ☐ Sonoma County Job Line
- ☐ Sonoma County Medical Association
- ☐ Twitter
- ☐ Women's Organization or Group
- ☐ Other Internet Site
- ☐ Other Publication

* Required Question