

FRANKLIN-WILLIAMSON BI-COUNTY HEALTH DEPARTMENT

JOB DESCRIPTION EMERGENCY PREPAREDNESS/
SANITARIAN

Contact for an application: tmcentire@bicountyhealth.org

Rate of pay: Salary range \$33,528 - \$41,136

TITLE: Emergency Preparedness/Sanitarian

DIVISION: Environmental Health and Emergency Preparedness

ORGANIZATIONAL POSITION: This role is directly subordinate to the Administrator and Director of Environmental Health.

DISTINGUISHING FEATURES OF WORK

With specific direction, performs professional work in a program of environmental health and emergency preparedness. The emphasis at this level is on the application of general environmental health practices, emergency preparedness and techniques and consists of field and office work including dissemination of public information and the fostering of improved community and environmental health and emergency preparedness.

ILLUSTRATIVE EXAMPLES OF WORK:

Reviews, plans, and inspects facilities.

Completes activity reports and records of inspections, investigations, and correspondence.

Collects, under prescribed methods, environmental samples as required.

Participates in making recommendations relative to the protection and disinfection of private water supplies and swimming pools.

Investigates complaints involving possible sanitary violations; offers advice on solutions; makes follow-up inspections.

Participates in epidemiological surveys including, but not limited to, foodborne illness outbreaks, seeking unhealthful conditions, and methods of control and correction.

Investigates insect and rodent conditions; participates in making recommendations for control programs involving abatement procedures.

Involved with all Franklin and Williamson Counties' public health emergency preparedness, response, and recovery activities, with input from administration.

Achieve Illinois Department of Public Health's (IDPH) milestones for the Public Health Emergency Preparedness (PHEP) Grant.

Develop and coordinate preparedness planning, response, and recovery activities.

Educate key partners/stakeholders on public health's role in emergency preparedness.

Collaborate with key partners/stakeholders on public health emergency preparedness, response, and recovery activities in Franklin and Williamson Counties.

Provide and coordinate bioterrorism and general preparedness training and exercises for Franklin-Williamson Bi-County Health Department employees.

Develop and maintain public health emergency volunteers in Franklin and Williamson Counties, and ensure proper emergency preparedness training.

Provide educational and informational talks to community groups, as needed.

Enhance his/her knowledge of bioterrorism and disaster planning through educational opportunities.

Other duties as assigned.

MINIMUM REQUIREMENTS

Education and Experience

One year emergency preparedness preferred.

One year sanitarian experience preferred.

Requires a bachelor's degree from an accredited college or university with a minimum of 30 semester hours or 45 quarter hours in the physical and/or biological sciences.

Skills, Knowledge, and Abilities

Requires ability to perform technical inspections and make corrective recommendations following such inspections.

Requires ability to establish and maintain effective working relationships with public and private groups and individuals.

Requires ability to express ideas clearly and concisely, both orally and in writing.