

## MPHA – Student Section Meeting

Monday, October 24, 2011

Present: Ranelle Brew, Chair and Lorena

### **1. October Premier Conference in Grand Rapids wrap-up**

We had over 200 people attending 27 workshops and events, 3 hospital tours, 19 exhibits and 28 poster presentations! Please be sure to mark your calendar for next year's conference on October 16-17, 2012 at the Ann Arbor Marriott Ypsilanti at Eaglecrest in Ypsilanti, Michigan. The general sessions were recorded and are now available to view online by clicking here or visiting [www.events.mphi.org](http://www.events.mphi.org). Feel free to share this website with your colleagues.

### **2. Fall Impact Newsletter and future MPHA journal opportunities**

- Journal was distributed to all members last week
- Link to it found on MPHA website at <http://www.mipha.org/> under "Impact"

### **3. APHA Conference is nearing!**

- APHA kicks off this Sunday, October 30<sup>th</sup> in Washington D.C. I will plan to get some speaker links out to everyone once they become available post conference. Safe travels to those who are attending.
- I also plan to attend the national section for students to gain some insight on the group at the national level in hopes to bring some new, fresh ideas back to MPHA. Stay tuned!

### **4. Future plans for the student section including school ambassador projects**

- Lorena to be in Lansing October 27<sup>th</sup> and November 9<sup>th</sup> – would like to touch base with Bryan about MSU ambassador

### **5. Job opportunity**

Mid-Michigan District Health Department is recruiting for a full-time Division Director. This is a senior level position responsible for the direction, coordination and supervision of the Community Health and Education Division which includes Health Education, Maternal & Child Health Programs, and clinical programs such as: Immunizations, Family Planning, and W.I.C. Applicants must have excellent verbal and written communication, analytical, organizational and problem solving skills; demonstrated experience in organizing and managing the work of others. The successful candidate must demonstrate a solid understanding of public health, health related outcomes and strategies for improvement, and have a track record of building effective partnerships. Qualifications include at least two years' experience in public health with supervisory experience; possession of a Bachelor's degree in Nursing, a current state of

Michigan Registered Nurse license, and a valid Michigan driver's license. A Master's Degree in Public or Community Health or related field is preferred. Qualified applicants may send cover letter and resume to Mid-Michigan District Health Department, Human Resources, 615 N. State St., Suite 2, Stanton, MI 48888. EOE

## MID-MICHIGAN DISTRICT HEALTH DEPARTMENT

### DIVISION DIRECTOR, COMMUNITY HEALTH

#### Job Description

#### NATURE OF WORK

This is senior professional work in public health education and nursing of a supervisory and administrative nature. This position is responsible for planning, developing, and administering public health programs within the district. Work of the position is performed under the direction of the Health Officer, with responsibilities carried out in terms of agency guidelines, procedures, and goals with respect to programs being developed, implemented, and evaluated.

#### EXAMPLES OF WORK

Manage community health education staff, which includes assigning and instructing supervisory staff, reviewing, and evaluating work in progress. Hires and dismisses staff as appropriate.

Jointly plans with Health Officer and Administrative Services Division the expansion or reduction of programs.

Establishes general program priorities, procedures, and practices for Community Health.

Submits pertinent records, documentation and summaries of division activities to the Health Officer, Board of Health, and appropriate State agencies.

Develops and reviews quality assurance measures (in conjunction with the Medical Director and Health Officer) for appropriate programs. Oversees program evaluation, including outcomes, process and impact.

Assess community needs as they relate to health promotion/health education. Develop a planned approach for implementing programs to meet identified needs.

Prepares budget recommendations and manages expenditures within respective division.

Represents the Health Department relative to Community Health activities or programs involving other health professionals, Michigan Department of Community Health, and other health organizations.

Establishes and promotes communications between all programs and other local health and related services, the community at large, Health Officer, and Board of Health.

Serves as the agency's first responder:

First Responders are designated to comply with requirements from the OSHA Bloodborne Pathogen Standard, 29 CFR 1910.1030.

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EXAMPLES OF WORK (Continued)

First Responders will respond to co-workers in the event of personal injury or emergency situation. First Responders may also respond to blood or OPIM spills

within the agency building or outlying clinics.

First Responders are required to complete training in American Red Cross and First-Aid, as well as an annual Bloodborne Pathogen and First Responders Training.

In times of a public health emergency, employee may be required to perform specialized assigned duties as outlined in MMDHD Policy #126.0 entitled "Emergency Preparedness for Chemical, Biological, Radiological, Nuclear and Explosive Events".

Performs other duties as assigned.

**KNOWLEDGE, SKILLS AND ABILITIES**

Thorough knowledge of modern public health principles, practices, public health laws, techniques, planning and evaluation.

Thorough knowledge of the basic theories, techniques and practices of health promotion/health education and health promotion/health education administration, and Nursing theory.

Ability to plan, implement, and evaluate comprehensive public health programs and services.

Considerable knowledge of current social and economic problems pertaining to public health. Ability to review and analyze epidemiological investigations in conjunction with Medical Director.

Considerable knowledge of community health problems and community resources which can be used in identifying and meeting community needs.

Proven ability in effectively relating with elements in the community having diverse needs and interest, using strong communication skills, written and verbal.

Ability to work effectively and successfully interact with other officials, employees, the general public, and other professionals.

Considerable knowledge of financial management practices desirable.

Thorough knowledge and skills in personnel management and administration.

## QUALIFICATIONS

Possession of a Bachelor's degree in Nursing, a current state of Michigan Registered Nurse license, and a valid Michigan driver's license. A Master's Degree in Public or Community Health or related field is preferred.

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## QUALIFICATIONS (Continued)

Two years experience in public health or community health education, with considerable experience and application of techniques listed in the "EXAMPLES OF WORK".

Physically and mentally capable of performing all the duties of the classification.

Physical Requirements: Sitting for prolonged periods of time; standing; kneeling; bending; twisting; lifting to a maximum of fifty pounds.

Able to provide own transportation and travel.

Revised: 10/01/2011

**Next Meeting: Monday, November 28, 2011 @ 5:00 p.m.**

**Please call in using phone number: 877-366-0711 and participant code: 19882855**