

State of Connecticut JOB POSTING

DEPARTMENT OF PUBLIC HEALTH POSTING OF VACANCY

PUBLIC HEALTH SERVICES MANAGER Public Health Initiatives – Oral Health **STATEWIDE ORAL HEALTH PROGRAM**

POSTING DATE: January 11, 2012

CLOSING DATE: January 31, 2012

PLEASE FOLLOW THE SPECIFIC APPLICATION INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public

POSITION CONTROL NUMBER: 100473TF NOTE: THIS NUMBER MUST BE INCLUDED ON YOUR APPLICATION

LOCATION: 410 Capitol Avenue, Hartford, CT

SHIFT/HOURS: 1st Shift/40 hours/week

SALARY GROUP/RANGE: MP 65/\$81,829 - \$104,954

POSITION INFORMATION

This position will serve as the State Oral Health Director. The incumbent will manage, direct and coordinate the staff and operations of the Oral Health Program and serve as the Department of Public Health's chief advisor on matters involving oral health.

The incumbent will be responsible for the integration of oral health services within Department of Public Health programs (injury prevention, maternal and child health, chronic diseases, etc.) as well as interfacing with other agencies (i.e. -DSS Medicaid) and community based organizations. In addition the incumbent will plan, organize, manage, direct and coordinate the Oral Health Program for the state; maintain an awareness of advances in dental medicine and best practices, government regulations and laws, and health insurance and financing options; monitor and evaluate the effectiveness of oral health services and programs to include the design, development and implementation of appropriate program policies, protocols and procedures which are in compliance with the most current acceptable professional standards; develop, review, monitor and ensure compliance of oral health program budget; draft legislation and develop policy to educate policy makers, general public, health professions and others on current and emerging oral health issues in the state; conduct statewide assessment of oral health needs to assure that community services are adequate, accessible, and appropriate, especially for the most vulnerable populations; develop and /or update and implement an oral health strategic plan based on information gathered from needs assessment and other surveillance data; provide technical assistance to oral health providers and organizations, as well as to other DPH programs; engage communities and facilitate coalition building to increase awareness, coordinate and maximize resources, and promote oral health in the state; prepare and deliver presentations to promote oral health at the local, state and national level.

MINIMUM QUALIFICATIONS REQUIRED

KNOWLEDGE, SKILL AND ABILITY: Considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of and ability to apply relevant local, state and federal statutes and regulations; considerable knowledge of health care delivery systems, practitioners and/or providers; considerable knowledge of aims, objectives and operational environment of health providers; considerable interpersonal skills; considerable knowledge of principles and practices of public administration; considerable oral and written communication skills. STATEWIDE ORAL HEALTH PROGRAM – In addition to the above, considerable knowledge of the principles, practices, and techniques of oral health.

EXPERIENCE AND TRAINING

General Experience: Nine (9) years of professional experience in a health organization.

Special Requirement: Two (2) years of the General Experience must have been in a supervisory capacity with responsibility for the planning, development, and execution of a comprehensive health or health related program.

Substitution Allowed: 1.) College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.

2.) A Master's degree in public health, health education, health care administration, nursing, other health related fields, or public administration may be substituted for one (1) additional year of the General Experience.

Special Requirements: **The incumbent who manages the Statewide Oral Health Program must possess and retain a license to practice dentistry in Connecticut or must possess and retain a license as a Registered Dental Hygienist in Connecticut. 2.) Incumbents in this class may be required to travel.**

Note: Appointment will be in accordance with Section 5-219 of the Connecticut General Statutes which permits appointment of candidates to competitive positions without formal examination when a professional license, professional degree, accreditation or certificate is a mandatory requirement for appointment to a class.

PLEASE NOTE: This position will be filled in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Application Instructions: ANYONE WISHING TO APPLY FOR THIS POSITION MUST COMPLETE AND FORWARD THE APPROPRIATE "State of Connecticut Application Form for Examination and Employment" (Form CT-HR-12) (ORIGINAL AND ONE COPY OF ENTIRE APPLICATION PACKAGE), NO LATER THAN THE CLOSING DATE AT THE TOP OF THIS FORM, TO:

Department of Public Health
410 Capitol Avenue, MS #13PER
PO Box 340308
Hartford, CT 06134-0308
FAX: 860-509-7860 (if faxing, only one application is necessary)
EMAIL: dph.recruitment@ct.gov

Questions regarding this process should be directed to the Human Resources Office (Recruitment Hotline, 509-7223).
THE DEPARTMENT OF PUBLIC HEALTH AIMS TO PROVIDE EQUAL OPPORTUNITY IN ALL ASPECTS OF EMPLOYMENT AND ADVANCEMENT, FOSTERING AN ENVIRONMENT COMMITTED TO SUPPORTING INDIVIDUALS IN ALL PROTECTED CLASSES.