



Eastern Highlands Health District

4 South Eagleville Road ♦ Mansfield CT 06268 ♦ Tel: (860) 429-3325 ♦ Fax: (860) 429-3321 • Web: www.EHHD.org

Eastern Highlands Health District

Chief Sanitarian

Hiring Range: \$66,136 - \$82,000

Complete Salary Range: \$66,136 - \$89,284

Hours Per Week: 37

Overview

We are currently recruiting for a **Chief Sanitarian** to lead our environmental health programs.

This is a working professional supervisory position for all environmental health programs and services of the Eastern Highlands Health District. Primary responsibilities include assisting the Director with the supervision of environmental health staff, coordination of assignments and program implementation. Position requires both administrative skills and field experience. Responsible for development and implementation of environmental health procedures and policies to ensure consistent implementation of environmental inspections, appraisals and oversight. This position has the responsibility for making challenging local public health regulatory decisions. The work requires that the employee understand the laws, rules and regulations governing the enforcement of environmental health codes. This position works under the direction and supervision of the Director of Health.

What You Should Bring

The ideal candidate for this position will have a passion for local governmental service in the area of environmental health, while working in a team environment as a team leader.

While applying excellent communication skills, the ideal candidate will take a compassionate, empathic, educational approach to local code enforcement without compromising public health and public health related laws and regulations.

Ideally, we are looking for an individual who has a Master's degree in public health, environmental health, or related field. At a minimum a bachelor's degree from an accredited college or university in Environmental Health, Public Health, or related field and five years of experience in the field of environmental health or related field, one of which are directly related to staff supervisor and management. Consideration may be given to equivalent training and experience.

Special Requirements

Licensed as a Connecticut Registered Sanitarian.
Phase I and II Subsurface Sewage Disposal Certification from the State of Connecticut.
Food Establishment Inspector Certification from the State of Connecticut.
Qualified Lead Inspector Certification from the State of Connecticut.

The Opportunity

This position works in the main office of the Eastern Highlands Health District in the Mansfield Town Hall. This is a minimum 37 hour a week job. There will be an occasional evening meeting, with some scheduled weekend coverage obligations. This is an exempt level, objective driven managerial position.

So what can you expect to do in this position? Here is a listing of some of the responsibilities you will have:

1. Monitors and evaluates environmental health programs and services, activity levels and assignments and makes adjustments and recommendation to the Director as necessary to ensure objectives are met.
2. Assists in the development and recommends environmental health policies and procedures to the Director of Health as public health trends change. Assists in the development and maintenance of the environmental health policies and procedures.
3. Supervises and trains environmental health staff in inspections and enforcement work to ensure competency, consistency and standardization. Monitors and recommends training as needed.
4. Serves as the lead field Inspector and code enforcer on the day to day activities, and supports the development and maintenance of adequate environmental health records, statistical data and reporting.
5. Coordinates public education on environmental health matters including the education of owners, operators and staff of regulated facilities. Promotes training programs, gives public health advice to the public and facility personnel.
6. Contributes to the maintenance of the Health District's web page by providing current and relevant environmental health information/notices for posting.

Total Compensation

Besides the salary, we offer an amazing benefits package. We offer a choice of PPO or HDHP medical plans. We participate in a defined contribution 401 retirement plan, and a voluntary 457 retirement plan. We of course offer a variety of other ancillary benefits such as life insurance, vision, dental, an amazing wellness program, flexible spending account, payment in lieu of medical insurance, and flexible working hours.

Writing Sample

When applying for this position a cover letter is **not** necessary. However, we ask that you submit with your resume a writing sample. The writing sample should be in the form of a letter to local restaurant owners that justifies and explains *why* the State of Connecticut is adopting the FDA Food Code, and addresses owners anticipated concerns.



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Dates

This position will be accepting applications on a continuous basis; however, screening deadline will be February 8th. Candidates who are interested in this opportunity are highly encouraged to submit their application as soon as possible. The process will use the following timeline:

- February 8th: Initial Screening Deadline
- February 13th: Candidates will be notified of 1st Round Interviews
- February 20st: 1st Round Interviews
- February 25th: 2nd Interviews

Interested?

If you are interested in joining the Eastern Highlands Health District as a Chief Sanitarian, please apply online at: www.mansfieldct.org, please click on Job & Volunteer Opportunities. Be sure to upload a resume, and the writing sample. **Cover letters are *not* necessary.** Applicants who do not submit both a resume and the writing sample will not be considered further for the position. The application deadline is February 8th. The EHHD is an EEO/M/F/V employer.