



Steven M. Neuhaus
County Executive

VACANCY ANNOUNCEMENT
COMMUNITY HEALTH OUTREACH COORDINATOR
Department of Health

Applications are now being accepted by the Department of Health to fill a full-time position of Community Health Outreach Coordinator. The nature of this appointment is provisional pending the outcome of a Civil Service Examination. Open Competitive Examination will be announced at a later date.

The work involves responsibility for formulation, implementation, evaluation of activities, budgets, and personnel in county and grant funded programs that provide outreach and education to targeted populations in Orange County. The incumbent performs administrative and field tasks and provides technical assistance to ensure that program grant guidelines are met. The work is carried out according to grant guidelines and County and State regulations under the general supervision of the Director of Community Health Outreach. Direct supervision is exercised over outreach workers and assigned support staff. Does related work as required.

MINIMUM QUALIFICATIONS: Either

- A. Bachelor's degree or higher and one (1) year experience in a health, human service, or community-based agency coordinating or implementing public health programs; OR
- B. Bachelor's degree and one (1) year experience preparing or managing grants or budgets; OR
- C. Associate's degree or completion of sixty (60) college credits and two (2) years' experience as outlined in (A) or (B) above.

NOTE: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

CIVIL SERVICE EXAMINATION IS A REQUIREMENT FOR APPOINTMENT
EXAMINATION NOTICE TO BE ANNOUNCED AT A LATER DATE

SALARY: Grade 12, Step 02: \$29.9987 per hour
Existing County Employees According to CSEA Contract for Grade 12

FINAL CANDIDATES MUST SUBMIT TO A FINGERPRINT CHECK AND CRIMINAL HISTORY AND BACKGROUND INVESTIGATION. COSTS RELATED TO SUCH INVESTIGATION SHALL BE BORNE BY THE APPLICANT.

SEND APPLICATION TO:

Kiara Maldonado
Orange County Department of Health
124 Main Street
Goshen, NY 10924

Open Announcement Until Position is Filled

Employment applications can be downloaded from Orange County's website www.orangecountygov.com and follow the link to the Department of Human Resources page.

An Equal Opportunity Employer