

Job Opening

Health Program Specialist I – Elevated Lead Level Surveillance, Contract Position with the Office of Public Health Investigations and Epidemiology (OPHIE)

Posted on May 10, 2022

Position Title: Health Program Specialist I – Elevated Lead Level Surveillance

Location: This position requires residency near Las Vegas, Reno, or Carson City, and will be working remotely for the foreseeable future.

Position End Date: 8/31/2023, with possibility of extension

Salary: \$24.56 - \$29.22 per hour, depending on experience

How to Apply: If you are interested in this role, email your resume and one paragraph explaining why you are interested in this role to Elizabeth Kessler, OPHIE Surveillance Manager (ekessler@health.nv.gov) and Lindsey Kinsinger, OPHIE Manager (lkinsinger@health.nv.gov). Interviews will be scheduled as applications are received. This posting was shared on 5/10/22 and will remain open until a candidate is selected.

Overview:

The Office of Public Health Investigations and Epidemiology (OPHIE) is seeking a Health Program Specialist I who will possess a background in epidemiology, health program coordination, understand disease prevention and control, and utilize these skills to help sub-recipients, state, and external partners working to improve health for Nevadans. This person will work with medical providers and local health authorities to increase monitoring and reporting of elevated blood lead levels, particularly among children five years and younger. They will also work with children and families impacted by elevated blood lead levels, and refer them to resources and support services.

Qualifications:

- Bachelor's degree from an accredited college or university in health science, behavioral science, or closely related field application to the program area
- Two years of health-related experience which included at least two of the following areas:
 - Researching, collecting, and analyzing data and statistics, developing objectives, protocols, and procedures
 - Providing health education services to target groups of the general public
 - Evaluating program effectiveness and accomplishment of desired outcomes to meet agency, federal or other standards and guidelines
 - Providing prevention, identification, or treatment services to individuals or populations who have been diagnosed or are at risk of contracting life and health-threatening diseases and/or conditions
- OR one year of experience as a Health Program Specialist I in Nevada State service
- OR an equivalent combination of education and experience

5/10/2022

Bilingual (English and Spanish) candidates are encouraged to apply

Responsibilities:

- Responsible for being the lead coordinator on lead surveillance and reporting, including verification of positive labs. This includes regular communication with statewide disease investigators and epidemiologists.
- Maintain a full-time work schedule, 8:00 a.m. – 5:00 p.m., Monday through Friday, or alternate work schedule as long as the Division needs are met. Additionally, one day of evening availability until 7:00 pm to call the parents of children with lead exposure.
- Coordinate with the program’s funder the University of Nevada, Las Vegas as necessary, including regular program and planning meetings. Participate in planning meetings with other subrecipients across the state to ensure coordination of statewide lead surveillance and outreach services.
- Provide medical provider education to increase lead monitoring, surveillance, and reporting.
- Assist with disease investigation for elevated blood lead levels, as necessary and determined by the OPHIE Manger, OPHIE disease investigators and other local health authorities.
- Participate in planning and needs assessments for future funding cycles; develop, prepare and administer agreements and contracts as required; prepare and submit narrative and statistical reports related to program activities as required
- Develop objectives, protocols, and procedures for assigned health program areas; establish performance indicators and benchmarks to evaluate program effectiveness and accomplishment of desired outcomes; develop quality assurance measures to ensure adherence to federal, agency, or other standards and guidelines.
- Research, collect and analyze health data and statistics; identify health issues, trends, and prevalence of elevated blood lead levels; assess the community, regional and statewide needs, and resources; develop recommendations for program development and expansion, resource allocation, and interventions for at-risk populations.
- Other duties as needed by the department or assigned by the program manager.

Special Notes:

This role is involved in a dynamic public health program. As such, roles and responsibilities are subject to change as situations evolve. The roles and responsibilities listed above may be expanded upon or updated to match priorities and needs.