



Public Health
Prevent. Promote. Protect.
Dayton & Montgomery County

Public Health - Dayton & Montgomery County

Reibold Building, 117 South Main Street, 2nd Floor, Dayton, Ohio 45422

(937) 225-4406 • Fax (937) 496-3070

Email: humanresources@phdmc.org • www.phdmc.org

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POSITION AVAILABLE

Position: Birth Outcomes Supervisor
Department: Maternal and Child Health Program
Office: Health Promotion

Posting Date: November 15, 2018
Hours: Full-time, M - F 8:00 am - 4:30 pm
(Extended hours may include evenings and weekends)
Starting Salary: A55 -\$30.28/hour; \$62,982.40/Annual

Minimum Qualifications:

- A Master's Degree in Public Health, Health Education, or Epidemiology
- Two years of experience in Program Management, and three years of supervisory experience
- Must be competent in Microsoft Word, Excel, and PowerPoint
- Current valid Ohio driver's license & access to a motor vehicle

Responsibilities include but not limited to:

- Managing the various Maternal and Child Health Programs, including: Prenatal Outreach; Infant Mortality; Fetal and Infant Mortality Review; Child Fatality Review Program; Cribs for Kids, Ohio Equity Institute for Birth Outcomes; and Community Engagement
- Identifying and assessing needs of each program and making recommendations regarding services
- Assessing the needs of the community via measurable outcomes and ensuring that vulnerable populations needs are being met; Overseeing and reviewing monthly quarterly, and annual program reporting
- Participating in various agency and community committees including the Community Health Improvement Plan Coalition, and the Infant Mortality and Fetal Alcohol Spectrum Disorder Coalition
- Supervising program staff and monitoring employee performance; Providing assistance to supervisors/staff
- Attendance reporting; Monitoring and approving leave
- Monitoring program budget and expenses; Ensuring compliance with grant guidelines and that grant requirements are met; Preparing grant applications
- Acting as a liaison with various agencies and community based organizations
- May be required to play an active role in the event of a public health emergency, which may include changes in responsibilities and working hours

How to apply:

- Complete the application found on our website: www.phdmc.org/about/employment-postings.
- Fax, email, or deliver the completed application to Human Resources at:

Public Health – Dayton & Montgomery County
117 South Main Street, 2nd Floor
Dayton, Ohio 45422

Fax (937) 496-3070
humanresources@phdmc.org

Deadline to Apply: December 2, 2018 or until position is filled

Position is subject to a criminal background check

Applicants who declare use of nicotine/tobacco in any form including replacement therapy products and prescription medications used to treat smoking addiction on the PHDMC Application for Employment or addendum thereto, shall not be considered for employment

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COMMITTED TO HIRING A DIVERSE AND INCLUSIVE WORKFORCE**