

COMMISSIONER OF HEALTH

Erie County
Z017
Unclassified
JG XXI
MJE/a

DISTINGUISHING FEATURES OF THE CLASS: This is a highly important professional and administrative position involving responsibility for initiating, planning and directing a large local public health program. The Commissioner is responsible for maintaining a high standard of public health services in accordance with the general policies and objectives of the Board of Health and with applicable State and local health laws and ordinances. General supervision is exercised over the environmental sanitation, medical and public health nursing services. Work is performed under the general direction of the County Executive. Does related work as required.

TYPICAL WORK ACTIVITIES:

Plans, organizes and directs a local public health program;
Directs the operation of a program of licensing and inspecting to ensure the sanitary quality of food served in public eating places;
Directs a public health program for promotion and supervision of water supply systems and sewage disposal systems, in so far as sanitation is concerned;
Supervises a program for the control of communicable diseases through investigation of dangerous diseases and the compilation and analysis of appropriate statistics;
Supervises the conduct of clinics for the treatment of venereal diseases and for the prevention and discovery of tuberculosis and other diseases;
Participates in professional conferences and training programs and arranges for in-service training of staff;
Prepares public relations material, such as, newspaper articles, radio and television announcements, and speaks before groups and organizations regarding the functions and activities of the Health Department.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Comprehensive knowledge of the basic sciences underlying and of the principles and practices of medicine as applied to public health practices; comprehensive knowledge of the principles practices and terminology of public health administration; thorough knowledge of the principles and practices of epidemiology, sanitation, and of the diagnosis and treatment of communicable diseases; ability to plan, direct and evaluate public health programs; ability to deal with the public on projects related to public health; ability to prepare and analyze technical and statistical reports; interest in maintaining a high standard of professional ethics; tact; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

A Commissioner of Health shall be a physician who is currently registered to practice medicine in New York State and possesses one (1) year of experience in administrative practice and:

1. certification by the American Board of Preventive Medicine; or:
2. a Master's degree in public health or a related field; or:

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MINIMUM QUALIFICATIONS: continued....

3. an appropriate combination of education and experience deemed equivalent by the State Commissioner of Health.

NOTE: All appointments to the position of Commissioner of Health must be approved by the State Commissioner of Health.

NOTE: Verifiable part-time and/or volunteer experience will be pro-rated toward meeting full-time experience requirements