



Job Opportunity Director of Health

- Location:** Darien Town Hall, 2 Renshaw Road, Darien, CT
- Hours:** Full-time, 35 hours/week, Monday-Thursday, 8:00 a.m. to 5:15 p.m.
- Starting Salary Range:** \$121,000 - \$139,000 Depending on qualifications and experience.
(Eligible for full benefits package including health/dental/vision insurance, pension plan, life and long term disability insurance, paid holidays, paid vacation, paid sick leave, and paid personal leave.)
- Closing Date:** May 1, 2024

Job Summary:

This position is accountable for directing the development, analysis, planning and coordination of the Town's policies and programs in the area of public and environmental health.

Examples of Essential Duties:

- Enforces the Public Health Code, pertinent Connecticut General Statutes, local health ordinances, and regulations;
- Consults with Advisory Board of Health, local medical advisor, state agencies and other regional resources on new knowledge for adaptation to community environmental health programs, with appropriate references to the scientific literature and other relevant sources to ensure the delivery of essential public health services to the community as defined by CT PA 14-226;
- Performs management duties such as planning and coordinating public/environmental health activities within the Town;
- Investigates complaints related to public health in the community and provides solutions;
- Conducts research to find innovative solutions to health problems and collaborates with other governmental agencies, professional organizations, neighboring towns & universities to conduct research and publish findings;
- Develops policies and plans that support individual and community health improvement efforts;
- Plans, supervises, develops, implements, and coordinates public and environmental health studies, investigations and programs including, but not limited to, cosmetology, day care, emergency response and water pollution, recreational shell fishing, flu and communicable disease prevention, food safety, hair and nail salons, housing, lead investigations, on-site sewage disposal systems, public health nuisances, radon hazards, refuse storage, collection and disposal,

school health issues, swimming pools and bathing places, vermin, ticks, vector control and water supply;

- Develops and implements health related assessments, investigations, surveys, and inspections and prepares reports of such inspections and investigations;
- Prepares orders of violation and hearing notices where indicated;
- Conducts hearings;
- Monitors health status to identify and solve community health problems;
- Mobilizes community partnerships and actions to identify and solve health problems for people in the community;
- Connects people in the community to needed health care services when appropriate, including on-line resources and training programs (example: content for food service providers);
- Informs, educates, and empowers people in the community concerning health issues;
- Responds to emergencies and local public health occurrences of an urgent nature during and beyond the standard hours of operation;
- Performs related duties as required; is responsible for maintaining and improving upon the efficiency and effectiveness of all areas under their direction and control; continue training and professional development and keep current with trends; and assist other department staff as needed to promote a team effort to serve the public.

Minimum Qualifications:

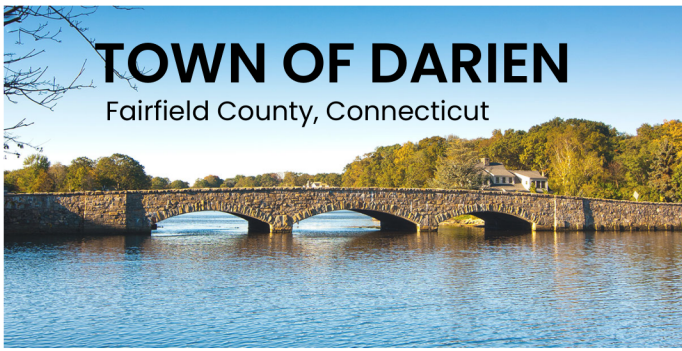
A Master of Public Health degree from an accredited college or university and six (6) years of professional experience in environmental or public health administration. Two (2) years of general experience must have been at the supervisory level. Incumbents in this position are required to possess and retain a valid motor vehicle operator license.

Application Procedure

Applications may be emailed to kdunn@darienct.gov (Reference “Director of Health” in the subject line and submit attachments in Word or PDF format) or mailed to Ms. Karen Dunn, Human Resources Department, Town of Darien, 2 Renshaw Road, Darien, CT 06820. Please submit the following three (3) documents:

1. Cover Letter;
2. Typed Town of Darien Employment Application (available <https://www.darienct.gov/Jobs.aspx>, HR Dept. page); and
3. Resume.

The Town of Darien is an equal opportunity employer and does not discriminate on the basis of race, color, religious creed, age, gender, gender identity or expression, national origin, marital status, ancestry, present or past history of intellectual disability, learning disability or physical disability, veteran status, sexual orientation, genetic information or criminal record. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the Town when necessary.



TOWN OF DARIEN

Fairfield County, Connecticut

DIRECTOR OF HEALTH

Welcome to Darien

Darien is a highly desirable town in lower Fairfield County, situated on Long Island Sound between Norwalk and Stamford. It has a population of 21,500 and covers just under 13 square miles. Both I-95 and the Boston Post Road traverse through Darien, and the town is also served by two (2) Metro-North train stations. Many residents work in New York City and commute less than one-hour to the city via train. Darien is a small town, well known for excellent municipal management, outstanding public education and athletic programs, and an exceptionally high quality of life. It is also home to two beautiful beaches and multiple parks. The town is undergoing historic redevelopment and growth, with 3 major developments bringing additional retail, dining, and housing.



Job Description

The Town of Darien seeks a full time Director of Health. This position is accountable for directing the development, analysis planning and coordination of the Town's policies and programs in the areas of public and environmental health.

Examples of Essential Duties:

- Enforces the Public Health Code, pertinent Connecticut General Statutes, local health ordinances and regulations;
- Develops policies and plans that support individual and community health improvement efforts;
- Conducts research to find innovative solutions to health problems;
- Consults with Advisory Board of Health and other regional resources on new knowledge for adaptation to community environmental health programs;
- Conducts hearings and prepares orders of violation and hearing notices;
- Performs management duties, such as directing the operations of the Health Department and planning public health activities within the Town.

Minimum Qualifications:

A Master of Public Health degree from an accredited college or university, plus 6 years of professional experience in environmental or public health administration is required, with two years of general experience at the supervisory level.

Darien Town Hall:

The Town has an innovative 4-day work week for its Town Hall employees, in which staff work from 8 a.m. to 5:15 p.m., Monday through Thursday. This has been a popular program, reducing commuting time and expense, while providing employees with a long weekend.

Visit darienct.gov/hr
for job posting and employment application





Darien Health Department

- Highly skilled staff
- Strong community involvement
- Robust Environmental Health program
- Cooperative working relationships with Town officials
- Regional and statewide Public Health Committee involvement
- Professional development is supported and strongly encouraged

Why is this a great position?

- Competitive salary: \$121,000 - \$139,000
- 4-Day work week
- Work in a collaborative management team that is open to innovative ideas
- Small town friendly work environment with a customer service focus
- Darien has a history of attracting and hiring professional, high quality staff
- Hands-on position offering great variety and the ability to use full range of skills



Darien Town Highlights

- Named #1 safest town in CT (Annual Safewise rating 2018)
- Named by 24/7 Wall St. as the best place to live in Connecticut
- Aaa rating with Moody's
- Silver Certified as a Sustainable CT community in 2022
- Board of Selectmen and Representative Town Meeting
- Advisory Board of Health

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