



PUBLIC HEALTH DIRECTOR

BLACK HAWK COUNTY, IOWA

First Review of Applications: Tuesday, March 21, 2023



PUBLIC SECTOR EXECUTIVE RECRUITMENT

THE COMMUNITY

Located in Northeast Iowa, Black Hawk County (2021 pop. 130,638 over a 230/sq mile area) is part of the Waterloo-Cedar Falls Metropolitan area, more commonly known as the Cedar Valley, and is the state's 5th most populous county. The County seat is in Waterloo and the Cedar River runs through the County from the northwest corner to the southeast corner.

There is an abundance of opportunities to experience and explore the arts, cultural offerings, museums, and historical venues. Gallagher Bluedorn Performing Arts Center is known as the premier arts center in Northeast Iowa, hosting over 300 performances each year within their three halls. Other notable theaters include Waterloo Community Playhouse, Lampost Theatre & Coffee Co., and the historic Oster Regent Theatre. The North End Festival showcases artistic talents and celebrates the rich diversity in the Cedar Valley and honors the historical starting point for many ethnic and immigrant groups that came to Waterloo. Irishfest is known as Iowa's largest Irish celebration, spanning three days in downtown Waterloo offering world-class entertainment, interactive activities, and delicious Irish food selections. The Cedar Valley is also home to Sturgis Falls Celebration, Cedar Basin Jazz Festival, Hudson Days, My Waterloo Days, Pridefest, Fiesta: A Celebration of Latino Culture, College Hill Arts Festival, ARTapalooza on Main, Cedar Valley STEM Festival and much more. There are remarkable museums to enjoy such as the Veterans Memorial Hall, Sullivan Brothers Iowa Veterans Museum, Grout Museum of History and Science, John Deere Tractor & Engine Museum, Carl A. & Peggy J. Bluedorn Science Imaginarium, and Phelps Youth Pavilion.

Meet up with friends and family to enjoy outdoor entertainment and live music and one of the many festivals and concerts held throughout the summer. Enjoy music line-ups every weekend at Waterloo's RiverLoop Amphitheatre located adjacent to the Waterloo Center for the Arts or at the new River Place Plaza in downtown Cedar Falls; both venues showcase the scenic Cedar River and offer top-notch events that are nearby locally owned restaurants, microbreweries, and nightlife amenities. A must-see family friendly attraction is Waterloo's Lost Island Theme Park and Lost Island Waterpark located nearby The Isle Casino. The new 90-acre theme park opened in June 2022 and has world-class attractions for people of all ages. The waterpark is a spectacular oasis, complete with 11 waterslides, four kids' zones, wave pool, lazy river, mini-golf course and more. It's no wonder for over five consecutive years Lost Island Waterpark has been named in USA Today's top 10 outdoor waterparks in the US.

The Cedar Valley is a well-known destination where outdoor enthusiasts have plenty of options for leisure or adventure activities. Spend time on the water along the Cedar River or on 5,000 acres of lakes, experience over 100 miles of unique trails and in the cold months slip on snowshoes or take a snowmobile around hundreds of miles of maintained trails, explore over 300 acres of wildlife habitats and woodlands at Hartman Reserve, and discover much more.



THE COMMUNITY (cont.)

The County has five school districts, which all contribute to the pride, culture, and successes achieved in each district. Schools within these districts are recognized as high performing in the Iowa Department of Education Report Card. Waterloo Career Center provides students the opportunity to explore careers with hands-on experiences helping them develop a competitive advantage to live the lifestyle they want.

Black Hawk County and the greater Cedar Valley has a strong sense of pride in their community, and boasts a competitive school system, including the University of Northern Iowa, which is nationally recognized for its excellence in education, and is a community minded college. Allen College is at the forefront of educating healthcare professionals. The college is proud of the quality of their academic programs and the special emphasis in nursing and health sciences. Hawkeye Community College serves more than 25,000 individuals and awards almost 1,500 diplomas and degrees annually. It offers apprenticeship programs along with tuition-free degrees in 29 high demand programs. Within the Hawkeye Community College is the Van G. Miller Adult Learning Center, offering many community and educational opportunities including, career pathway and college transition services, citizenship classes, and integrated education and training programs. Upper Iowa University is recognized internationally for academic excellence and continual innovation in student-centered learning.

Black Hawk County offers a rich history and a progressive community with several development areas underway. There are opportunities for any lifestyle, from downtown amenities to small town communities. The County's cost of living is 13.3% more affordable than the national average.

To learn more about what you can expect living in the Cedar Valley, visit Grow Cedar Valley's website at: <https://livethevalley.com/people/>

THE ORGANIZATION

Black Hawk County has a Traditional Plural Executive Form of government, with an elected five-member Board of Supervisors serving as the executive and administrative branch of local government. It is the mission of the Board of Supervisors to collectively plan, finance and deliver to the citizens of Black Hawk County services that are mandated and based on community needs in public safety, public health, human services, and administration.

Also elected is the Recorder, Treasurer, Auditor, Sheriff, and County Attorney. Each elected official holds a four (4) year term. The County has Appointed Officials, appointed or hired by the Board of Supervisors, to manage administrative departments, such as the Superintendent of Maintenance, Human Resources Director, County Engineer, Finance Director, and Information Technology Director.

With a FY22-23 budget of \$90M, the County operations are dependent upon the energies of an almost 400-member workforce that is responsive, dedicated, and engaged in developing trust, building relationships, and delivering exceptional service. The County takes pride in being a part of a public service team and believes each employee contributes directly to the County's growth and success.

To learn more about the County's services and programs, visit their website at: <https://www.blackhawkcounty.iowa.gov/>



45+

Languages
spoken in the
County



13.3%

Cost of living more
affordable than
national average



\$90 M

2022-23 County
Budget



130,638

2021 Population



398

Total Full-Time
employees

HEALTH DEPARTMENT

The Black Hawk County Public Health Department was established as a full-service agency in 1969 under the authority of Chapter 137 of the Code of Iowa. Public health activities of the department are governed by the Board of Health, whose five members are appointed to three (3) year terms by the Board of Supervisors. In March 2022 the department achieved national accreditation from the Public Health Accreditation Board. The department helps people live healthier lives through prevention, promotion, and protection. With the FY 2022-23 budget of \$5.2M and 60 FTEs, the department fulfills its mission and vision, while providing public health services to the residents of Black Hawk County.

[Click Here to View the Department's Organizational Chart](#)

Mission:

We protect people in our community from health hazards, promote healthy behaviors, and prevent disease.

Vision:

We exist to ensure that people in our community have equitable opportunities and resources to lead healthier, more fulfilling, and longer lives.

Equality & Equity:

We recognize that inequity, in the form of racism, and discrimination, is a public health crisis and that systemic inequities exist where we live, work, play, learn and worship. Our programs are designed based on the principle that everyone should have a fair and just opportunity to achieve optimal health and well-being.

Our Approach:

We strive to implement a community-based process that drives dialogue and impactful engagement regarding the health concerns facing our community. Our joint efforts, along with proven frameworks, guidance, structure, and best practices serve to promote a better-informed and healthier community.

Our Guiding Star:

We're working to create a Black Hawk County where people want to live – and a place where they will thrive. Most importantly, a place where our residents see themselves, and each other, as the beautiful and unique creations we were all meant to be.



THE PUBLIC HEALTH DIRECTOR

The Public Health Director will oversee the operations of the Public Health Department by leading a team of 60 employees across five operational areas to support the vision and direction of the Board of Health. The Director will lead the engagement of stakeholders from local, regional, and state levels to ensure effective departmental programs and services, while also conducting needs assessments and evaluate current and possible health issues that could impact the Black Hawk Community. Utilizing “best practices” in public health, the Director will identify and present the best options and models for public health governance, administration, and structure, and issue recommendations to the Board of Health.

Additional responsibilities of the Public Health Director include:

- Ensures departmental compliance with all applicable codes, laws, rules, regulations, standards, policies, and procedures; ensures adherence to established safety and infection control procedures; monitors work environment and use of safety equipment to ensure safety of employees and other individuals; initiates any actions necessary to correct deviations or violations.
- Enforces and assures implementation of local and state public health laws, in conjunction with relevant local and state enforcement agencies.
- Advocates for issues of public health significance to protect and promote the health of all people in all communities. Provides guidance to elected officials on public health policy.
- Consults and coordinates with federal and state health officials and representatives of local public and private health agencies in the enforcement of health laws and the development of programs to meet public health needs.
- Provides education and information to the community, conducts, or coordinates public health training for the community, gives speeches and presentations, addresses the media and community leaders/partners as needed.
- Reviews medical data and issues policy statements regarding communicable diseases, public health issues, and related issues; interfaces with news media and public on these policies as requested by the Board of Health.
- Oversees disease outbreak interventions and provides medical consultation during public health emergencies or events in coordination with Emergency Preparedness division and local medical community.



LEADERSHIP OPPORTUNITIES

- **Performance Measures.** The new Public Health Director can encourage professional values and ethics in support of the County's mission by translating policies into measurable programs and service outcomes.
- **Innovation and Empowerment.** The next Public Health Director is an outstanding listener who will carefully consider the views, opinions, ideas, and perspectives of other leaders in the department to ensure that the County is a model Public Health Program in the nation.
- **Executive Presence, Visionary Leadership.** The individual selected will demonstrate public health expertise and leadership through actions that inspire trust, character, and competence in all programs and services. Black Hawk County Public Health Department, which serves the fifth largest county in the state of Iowa, is a nationally accredited public health department and is well-regarded at a national level.
- **Employee Recruitment, Training, Development, Engagement, and Promotion.** The new Public Health Director will offer exceptional leadership that inspire and encourage employees to have an opportunity to use proven methods of situational awareness, workforce development, organizational culture, and team engagement to ensure the effectiveness and efficiencies of the department.



DESIRED CAPABILITIES

The ideal candidate should have knowledge and experience in the following areas: principles and practices of modern medicine related to public health services; knowledge of federal, state, and local laws, regulations, rules, and ordinances related to public health operations; and staying current on social and economic challenges facing public health. Candidates should also be knowledgeable and experienced working with public health program operations, budgeting, fiscal administration, management and long-range planning policies, practices, and procedures.

To be competitive, candidates should possess experience in pursuing and identifying funding resources, grant writing, and be able to establish and maintain effective working relationships with businesses, community groups, officials, boards and commissions, regulatory agencies, department directors, employees, the media, and the general public.

Other required skills and abilities are:

- Knowledge of the principles and practices and interagency responsibilities involved in contemporary public health.
- Knowledge of federal and state laws and regulations governing the services and work of local public health programs.
- Knowledge of the principles and practices of managing physicians and other medical professionals and other managers; effective public and community relations practices.
- Knowledge of public information practices and techniques; practices of health service advocacy; principles and practices of determining and serving community health needs.
- Knowledge of fiscal management, budget administration and control, program budgeting, principles and practices of personnel, and information systems organizational management.
- Proficiency in recruitment, orientation, training, operational, evaluation, management, and supervision principles, methodologies, tools, and techniques.
- Proficiency in human relations, problem solving, conflict resolution, negotiation, decision making, critical and analytical thinking skills.
- Proficiency in team building, group facilitation, leadership, and development of supervisory trust and capacity, across the Department, and among community partners.
- Proficiency in the principles of mentoring, peer advising and coaching for public health workforce development.





photo credit: Patrick Trepp

EDUCATION AND EXPERIENCE

The successful candidate will hold a Master of Public Health degree from an accredited college or university, with a minimum of five (5) years in a progressively responsible role in the field of public health, with at least three (3) years in a managerial or senior-level role. The candidate should have a valid Iowa driver's license and be insurable under the County's guidelines.

Having experience in Performance Management, Public Health Accreditation, Quality Improvement, Strategic Planning, Community Health Improvement Planning, Communicable Disease follow up, Health Hazard Investigations, and Foodborne/Waterborne outbreaks preferred.

Certifications required:

- National Incident Management System (NIMS) / Incident Command System (ICS) 100, 200, 300, 400, and 700.a certification, or the ability to obtain one within six (6) months of employment.
- CPR certification, or the ability to obtain one within four (4) months of employment.

COMPENSATION AND BENEFITS

The salary range for the Public Health Director is \$98,543 to \$137,676. Black Hawk County offers a comprehensive, market competitive benefits package that includes medical, dental, and vision plans, life insurance, deferred compensation, flexible spending account, and paid vacation. The hired candidate will also be able to participate in the Iowa Public Employees' Retirement System (IPERS).

Residency is required within twelve months and preferably within 30 minutes of Black Hawk County corporate boundaries.

APPLICATION AND SELECTION PROCESS

Qualified candidates please submit your cover letter and resume by visiting our website at:

[Governmentjobs.com/careers/BakerTilly](https://governmentjobs.com/careers/BakerTilly)

This position is open until filled; however, interested applicants are strongly encouraged to apply no later than **Tuesday, March 21, 2023**. Following the first review date, the lead consultant will evaluate all applications against the posted qualifications and may invite a select number of applicants to complete additional assignments or participate in a virtual or in-person interview. This announcement will remain posted, and we will continue to accept applications until the County extends an offer to one finalist. Our process requires the expressed authorization by an applicant to conduct a criminal background report check, credit check, academic verification and/or contact references. PPD (TB) skin test is required as a condition of employment.

For more information, please contact:

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For more information about Black Hawk County, please visit their website at:
<https://www.blackhawkcounty.iowa.gov/>

Black Hawk County, Iowa, is an Equal Opportunity Employer

