



Chief Health Officer





THE ORGANIZATION

The Flathead City-County Health Department is a public health agency providing statutorily mandated services and other contracted services to people who reside in or visit Flathead County. The divisions of the Health Department offering primary prevention services include: Environmental Health Services, Community Health Services, Health Promotion, and the Flathead County Animal Shelter. The Health Department offers primary health care services through the Flathead Community Health Center, Flathead Family Planning and Flathead County Home Health.

THE POSITION

The Chief Health Officer is the primary administrator for the Health Department and is responsible for the planning and execution of the Board's mission, programs, and strategic plan. While the Chief Health Officer reports directly to the Board of Health, they should also cultivate positive relationships with the Board of County Commissioners and the governing bodies of the local cities and towns.

In this role, you will:

- Orient the Board of Health with respect to trends, issues, concerns, regulatory changes, technology, and other relevant factors to facilitate the Board's decision-making processes
- Provide the Board with reports of Flathead City-County Health Department's operations and activities, providing information, analysis, and recommendations as appropriate
- Work closely with federal, state, and local officials, agencies, community health providers, and the public to ensure program efficiency and compliance with applicable laws, rules and regulations
- Assess community public health needs, develop and implement supportive health services and programs to fit those needs
- Communicate Health Department issues to the Board of Health in an appropriate manner; communicate personnel issues to Personnel Committee of Health Board
- Perform all other duties that must be performed by a Health Officer as delegated, ordered, or assigned by the Board of Health or in accordance with MCA 50-2-118
- Manage 50+ employees in seven different divisions and administer a budget totaling \$14.5 million.

To learn more, go to: flatheadhealth.org

FLATHEAD COUNTY



With a population of just over 100,000, you will find Flathead County has everything you need in an absolutely stunning natural environment.

"The Flathead," as locals call the valley, lies just west of the Continental Divide in northwest Montana. Here you will find the gateway to Glacier National Park, and the home of both Whitefish Mountain Resort and Blacktail Ski Area. Flathead Lake, the largest natural freshwater lake west of the Mississippi, is also one of the cleanest large lakes in the country – perfect for sailing, cruising, swimming, and fishing. A surprisingly mild climate invites you outside all year. Typical winter temperatures are in the 20s and 30s. Summer temperatures usually range from the 70s to low 90s.

To learn more about what the Flathead offers, visit fcvb.org.

IDEAL CANDIDATE

The Flathead City-County Board of Health seeks a seasoned public health professional to become its next Chief Health Officer. The ideal candidate will be **knowledgeable in both community and environmental health programs**, preferably with increasing responsibility in at least one of those fields.

This experience will be complemented with demonstrable **management skills** in communication, motivation, mentoring, and general administration of a public agency. The successful candidate will

be confident, **be collaborative, and will inspire trust** with staff, the board, and the public. This person must have previous experience working directly for a board of directors in a mutually supportive environment.

Lastly, the ideal candidate will appreciate and desire to embrace the distinctive northwest Montana lifestyle: **scenery so delicious, you could almost eat it**; a cordial, family-friendly, and independent community; and all-season outdoor recreation.

EDUCATION AND EXPERIENCE

Competitive applicants must possess a degree that qualifies them as a physician (such as a Medical Doctor/M.D.), a Master's degree in Public Health from an accredited college or university, or equivalent education and experience as determined by the Department.. Significant and increasingly responsible management experience in a community, environmental, or clinical health setting is preferred.



COMPENSATION AND BENEFITS

Negotiable between **\$90,000 - \$110,000**.

The Health Department offers a generous benefits package, including:

- Medical, Dental, and Vision (traditional or HDHP + HSA)
- 7.9% required pre-tax contribution of gross wages towards a defined benefit or defined contribution plan in the Montana Public Employee Retirement Systems (8.77% match from the County/State)
- 15 vacation days per year (previous Montana government employees eligible for higher accruals)
- 12 sick days per year
- 10 holidays per year + 1 day for State General Elections
- Compensatory time off: exempt employees receive compensatory time off for hours worked in excess of 40 hours/week at a 1:1 ratio subject to certain conditions
- County vehicle and phone
- Relocation may be negotiable



APPLICATION AND SELECTION PROCEDURE

To be considered for this exceptional career opportunity, submit your resume, cover letter, and a list of six work-related references (two supervisors, two direct reports and two colleagues) by **Monday, September 28, 2020**. Resume should reflect years **and** months of employment, beginning/ending dates as well as size of staff and budgets you have managed.

Please go to our website to submit your application: <https://executivesearch.cpshr.us/JobDetail?ID=1680>

For further information contact:

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Resumes will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the consultants. Candidates deemed most qualified will be referred to the Board of Health. Selected candidates will be invited to participate in further interview and selection activities. An appointment will be made following comprehensive reference and background checks.

The Flathead City-County Department of Health is an equal opportunity employer.