



# JOIN US!

## Health Director opportunity now available.



### YOUR TEAM

You'll join a seasoned, fully staffed team with strong office administrators, sound policies, and successful programming. Your Emergency Management partners have decades of experience and a cooperative spirit. You'll benefit from tremendous support at the very top level of management, and as part of a regional health coalition, have better access to grants, shared resources, and opportunities for collaboration.



This is a unique opportunity to showcase and further develop your leadership skills. With a strong foundation already established, you can focus on strategy, new programs, and enhanced outreach.

This full-time position is non-union and benefit eligible with a starting salary of \$111,647, commensurate with experience.



### ABOUT US

In our communities, we believe in advancing diversity, equity, and inclusion in by cultivating a workforce where diverse perspectives are valued and where every employee can bring their best and most authentic selves to work. We are driven by the value of excellence and believe that everyone deserves the best service and access to resources, regardless of their race, gender identity, religion, ethnicity, physical abilities, age, sexual orientation, veteran status, or personal experience. We embrace employees and candidates from these underrepresented groups to help make this vision a reality. There is no residency requirement to be considered for this position.





## THE BASICS

- Connect with the community to address public health issues and think creatively to reach prevention and maintenance goals.
- Use your grant-writing skills to obtain funds for existing programs and new programs that you and your staff develop.
- Collaborate with our Board of Health to identify community needs and craft sound policies, regulations, and outreach in response to those needs.
- Oversee the Mystic Valley Public Health Coalition and create efficiencies, collaborate, and share best practices with surrounding municipalities.
- Implement your emergency-response plans and act as an incident commander in public health-related emergencies.
- Mentor and manage department staff, including public health and school nurses, health inspectors, administrators, and grant coordinators.
- With the support of your inspectors, interpret and enforce local health-related regulations, sanitary and environmental codes, and state statutes.

We look forward to speaking with you and sharing more about this exciting opportunity.

Please send your resume and cover letter to Director of Human Resources Polina Latta at [platta@cityofmelrose.org](mailto:platta@cityofmelrose.org).

You're looking to connect with the community to learn how you can make an impact, and you have the planning and coordination skills to execute your team's ideas. Though you can work independently, you enjoy collaborating and appreciate others' viewpoints.

You've supervised staff and are comfortable managing a budget. You're also service-oriented; you can be firm and impartial when enforcing regulations, but can also connect in culturally relevant, respectful ways.



## ABOUT YOU

To excel in this position, you should have a minimum of a Bachelor's Degree in Public Health or related field with at least five years of public health or environmental health experience, and:

- Registration by the Massachusetts Board of Registration as a registered sanitarian and/or certified health officer or gain receipt of such within one year of employment
- Be a certified food manager or gain receipt of such within one year of employment
- Have completed NIMS 100 and ICS courses through and including ICS 400.

### Preferred

- Have a Master's Degree in Public Health or related field
- Be a certified pool operator
- Know FDA voluntary retail food program standards