



**Public Health**  
Prevent. Promote. Protect.  
**Greene County**

## **Greene County Public Health**

*Melissa Howell, MS, MBA, MPH, RN, RS, Health Commissioner*  
*Kevin L. Sharrett, MD, Medical Director*

Department: Accreditation Coordinator

Type: Full time (35 hours/week), hourly, non- exempt

Date Posted: Monday, November 15, 2021

Rate: \$23.14 - \$39.80/hour

Application Deadline: November 29, 2021, 4:00 p.m.

Probationary Period: 180 days

### **Job Duties:**

Candidate will lead the health district's accreditation efforts towards compliance with the Public Health Accreditation Board's (PHAB) standards and measures, continuous quality improvement, workforce development, and performance management. Coordinates, develops, and implements accreditation plans and activities and serves as liaison for accreditation efforts.

All Greene County Public Health employees have an emergency response role and may be expected to respond to threats to the public's health in accordance with the Greene County Emergency Response Plan.

### **Minimum Qualifications:**

Bachelor's Degree (four-year college or technical school) Required, Field of Study: environmental health, nursing, public health or closely related equivalent required. Master's Degree Preferred, Field of Study: environmental health, nursing, public health, or closely related equivalent.

Two plus years of experience in program planning, coordination, and service.

Master's degree in community health, environmental health, public health, nursing, or public health with minimum six months' experience providing program planning, coordination and service will be considered in lieu of required experience.

Valid driver's license required.

Newly hired employees must submit verification of being fully vaccinated against the COVID-19 virus.



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### Work Schedule:

Monday through Friday 8:00 a.m. – 4:00 p.m., with one-hour unpaid lunch. Evenings as required.

### Benefits:

Greene County Public Health offers vacation, holidays, personal leave, sick leave, tuition reimbursement, EyeMed vision, Superior Dental Care, United HealthCare life and medical, Ohio Public Employees Retirement System (OPERS), County Commissioners Association of Ohio Deferred Compensation and Ohio Deferred Compensation.

### Contact Information:

For general questions regarding the position, please contact:

### Human Resources

(937) 374-5620

[jalfaro@gcph.info](mailto:jalfaro@gcph.info)

To be considered for this position, please submit application, or resume and cover letter to:

- Health Commissioner
- Greene County Public Health
- 360 Wilson Drive
- Xenia, Ohio 45385
- [jalfaro@gcph.info](mailto:jalfaro@gcph.info)
- (937) 374-5699 fax

### Additional Information:

Applicants will be selected for interviews based on qualifications and the quality of resumes and cover letters. Successful applicants must complete a criminal background check.

360 Wilson Drive • Xenia, Ohio 45385  
(937) 374-5600 • toll free (866) 858-3588 • Fax (937) 374-5675  
[www.gcph.info](http://www.gcph.info)