



Clackamas County Career Opportunity

Program Planner – JO# 104842

The Clackamas County Health, Housing and Human Services Public Health Division and the Department of Transportation and Development Traffic Safety Division are looking to fill a Program Planner position. This position will be a shared position between the two departments.

The Department of Health, Housing and Human Services (H3S) is one of the largest departments in Clackamas County, serving tens of thousands of people. Within H3S is the Clackamas County Public Health Division, the Local Public Health Authority for Clackamas County. The purpose of the Public Health Division is to provide environmental health inspections and licenses, policy assessment, access to care, infectious disease control and education services to residents and businesses. We also manage the vital records for all births and deaths reported in Clackamas County.

While this position sits within Public Health, the functions of the position will be in partnership with the Department of Transportation and Development (DTD). DTD provides programs and services to maintain, improve and enhance the safety of the county road system (Transportation Engineering and Transportation Maintenance), assist residents and businesses in their plans to grow and change (Planning & Zoning, Building Codes, County Surveyor, Development Agency), and support safe, enjoyable and livable communities (Code Enforcement, Dog Services, Resource Conservation & Solid Waste).

The Program Planner will assist in the planning, development, and coordination of a comprehensive community program to serve clients' needs and meet departmental goals and objectives around health impact, assessment, evaluation, and outreach as it relates to public health, transportation safety, urban/rural planning, and active living. Analyze, evaluate, and recommend appropriate courses of action and program plans on public health, transportation and active living, and transportation program and project proposals based on a thorough understanding of appropriate departmental discipline; and to do other work as required.

Clackamas County is committed to building a workforce that reflects the community we serve. In that spirit, we encourage applicants of diverse backgrounds and experience to apply.

Required Minimum Qualifications/ Transferrable Skills:

- *A Bachelors degree in community health, urban/regional planning, public health or related degree; or at least four years of job related experience in any of these fields.*
- *At least 1-2 years' experience in public health assessment and program planning focusing on built environment, transportation, and/or urban/rural planning.*
- *At least 1-2 years' experience with data analysis, assessment, and evaluation in the context of public health.*
- *At least 1-2 years of experience developing and implementing population health implications and/or impact assessments.*
- *At least 1-2 years' experience facilitating community outreach, developing communications plans based on assessment and evaluation findings, and presenting to diverse audiences.*
- *Must successfully pass a criminal history check which may include national or state fingerprint records check.*
- *Driving is required for County business on a regular basis or to accomplish work. Incumbents must possess a valid driver's license, and possess and maintain an acceptable driving record throughout the course of employment.*

Preferred Special Qualifications/ Transferrable Skills:

- *Juris Doctor, or Master of Laws degree.*
- *Certification in Health Privacy.*
- *Experience training staff.*
- *Experience with the Epic electronic health record.*
- *Project-Management experience.*
- *Familiarity and experience with the Medicaid, Oregon Health Plan and/or Federally Qualified Center rules, regulations and policy.*

SALARY & BENEFITS

Clackamas County offers competitive wages and an attractive benefits package, including a robust Wellness program.

- The salary range is **\$56,749 - \$72,058 Annually**
- This position works 40 hours during a standard workweek of Monday through Friday.
- Health Plan Options: Most employees are eligible to start most benefits after two months of continuous employment.

THE FLEXIBLE BENEFITS PROGRAM OFFERS:

- A Choice of Dental Plans and Medical Plans with Vision & Prescription Drug Coverage
- A Choice of Full Benefits or Lesser Benefits with Flex Cash
- Wellness and Employee Assistance Programs
- Paid Leave: (Vacation, Holidays, Sick Leave, Bereavement Leave)
- Group Term Life Insurance
- Long-Term Disability Insurance with Optional Salary Buy-Up Program
- Health Care Flexible Spending Account (FSA), Dependent Care Flexible Spending Account (FSA), Health Reimbursement Accounts (HRA)
- **Optional** Group Universal Life Insurance; Accidental Death & Dismemberment (AD&D) Insurance; Long Term Care Insurance; Voluntary Benefits through AFLAC, Liberty Mutual and Hyatt Legal
- Retirement: PERS/OPSRP Retirement Contributions Clackamas County contributes to member's pension share account as well as *picks up the 6% contribution to the Individual Account Program (IAP).*
- Optional Deferred Compensation (457)
- Longevity Pay

HOW TO APPLY

Clackamas County accepts online applications only. To complete an online application and for more information, please visit <http://www.clackamas.us/> and click on the "Jobs" tab

- Please follow the instructions to submit the on-line application. Instructions will include how to **copy and paste a current resume**. Please make sure to answer all the questions, including the open-ended questions!
- **This position closes on November 28, 2018.**

EQUAL EMPLOYMENT OPPORTUNITY / DRUG-FREE WORKPLACE
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