

WASHINGTON

## PUBLIC HEALTH DIRECTOR

**\$83,657 - \$109,137**

*Plus Excellent Benefits*

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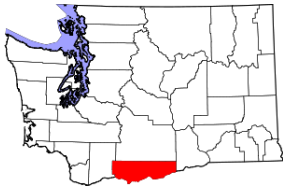
**February 16, 2020**

*(First Review, Open Until Filled)*

***PROTHMAN***



## KLICKITAT COUNTY, WASHINGTON



Located in south central Washington, Klickitat County lies at the junction where the Columbia River Gorge cuts through the eastern slopes of the Cascade

Mountains with expansive farms and wheat fields, vineyards, timberland, and magnificent Mt. Adams as a backdrop. The county seat, historical Courthouse and the largest city is located in Goldendale.

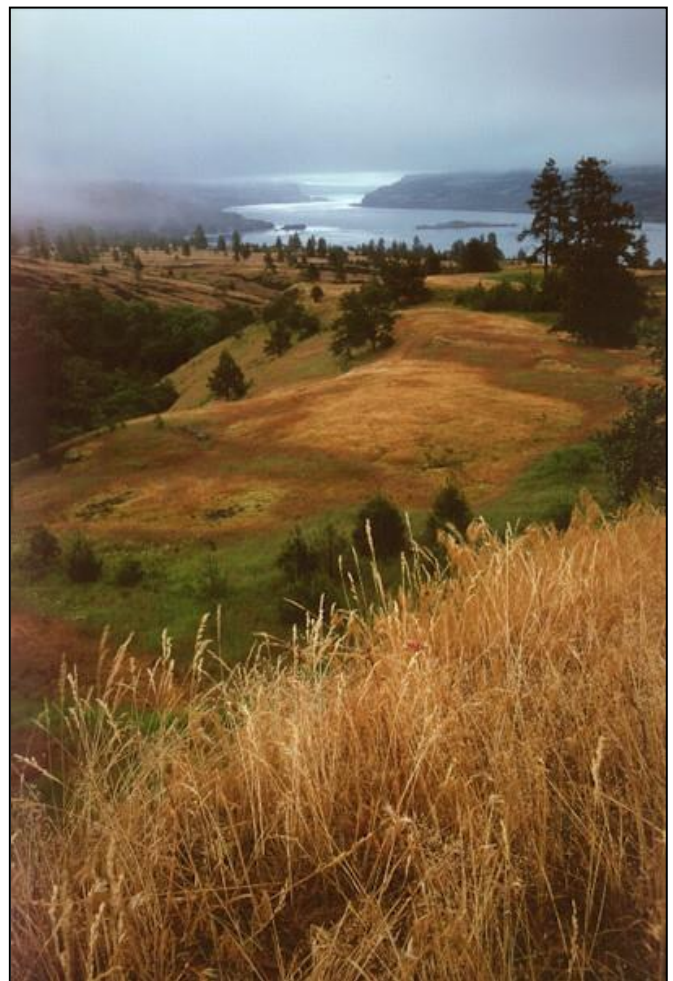
Encompassing 1,908 square miles, the County's nearly 22,000 residents reside in the cities of Goldendale, White Salmon and Bingen, and unincorporated communities of Bickleton, Centerville, Dallesport, Firwood, Glenwood, Klickitat, Lyle, Maryhill, Roosevelt, Trout Lake, and Wishram. Klickitat County offers a wide variety of geological and natural features and is well known for its miles of whitewater streams, numerous lakes, the Columbia River, and the Gifford-Pinchot National Forest. The County is also home to the Klickitat Wildlife Management Area and Conboy Lake National Wildlife Refuge.

With a mild year-round climate, the area is the perfect place to take advantage of an abundance of outdoor recreational activities from fishing and hunting, to whitewater rafting, windsurfing, hiking, biking, horseback riding, cross country skiing, snowmobiling, and berry and mushroom picking. Scenic tours provide opportunities to thousands of travelers and visitors to the Columbia River Gorge and the Cascade Mountains, while an expanding winery and grape growing industry offers many award-winning wines at several tasting rooms that are open to the public. The County also offers a wide variety of accommodations, attractions, and historical landmarks including the Maryhill Museum, Stonehenge, Goldendale Observatory, numerous restaurants, and beautiful mountain views of Mt. Hood and Mt. Adams.

Visitors and residents also will find that Klickitat County's canyons and vistas, evergreen forests, scenic waterfalls, wildflowers, berry fields, ranchlands, sage-covered hillsides, river rapids, rodeos, festivals, and for those who seek it, seclusion, are among the best in the U.S. Being a rural close-knit community, Klickitat County is a glorious place to call home, raise a family, and be employed.

## THE ORGANIZATION

Klickitat County is governed by a three-member Board of Commissioners serving overlapping four-year terms, with each Commissioner representing one of three districts. The Commissioners serve as the Executive Branch and perform legislative and quasi-judicial functions of the County. The Board of Commissioners is responsible for approving ordinances, adopting the County budget, setting standards for the use of County property, and appointing non-elected officials, boards, commissions, and committees. In 2020 the County will start construction on a new County Services Building to combine departments currently housed in 4 annexes, making it more accessible to the community. The County has two other services buildings; the Pioneer Center in White Salmon, and the Courthouse in the county seat, Goldendale. Klickitat County and its employees' mission is to provide quality government services to the public and to ensure the performance of quality work which will be accomplished earnestly, openly, and professionally.





Klickitat County employs approximately 250 FTE's and operates on a 2019 budget of \$50,988,646 including a General Fund Budget of \$16,128,647. County Departments and Elected Officials Offices include: Adult Probation Services, Assessor, Auditor, Building Inspection and Compliance, Civil Service, Commissioners, County Clerk, East and West District Courts, Economic Development, Emergency Management, IT & Budget Services, Juvenile Department, Natural Resources, Human Resources, Planning, Prosecuting Attorney, Public Health, Public Works, Senior Services, Sheriff, Solid Waste, Treasurer, Veteran Services, Weed Control, WSU Extension Services, and Superior Court.



**THE DEPARTMENT & POSITION**

The Klickitat County Health Department began operation January 1, 1998, after becoming independent from Southwest Washington Health District. The Klickitat County Board of Health historically has consisted of the Klickitat County Board of Commissioners, a representative from the city of Goldendale, and a representative from the city of Bingen/White Salmon. Currently, the Board of Health is the County Board of Commissioners plus two citizen representatives. Policy development for health department programs is guided by the Board of Health. Quarterly Board of Health meetings are open to the public and advertised in the local newspapers. The Board of Health sets policies for environmental health and personal health services. The Public Health Department operates on a 2019 budget of \$1,361,037 with 20 staff members.

Under the general direction of the Board of County Commissioners and the Health Officer, the Public Health Director supervises all aspects of the Klickitat County Health Department, working according to State and Federal regulations, and County policies and procedures.

**Other Responsibilities Include:**

- Directs personnel management, budget preparation, planning, fiscal management, public relations, and policies and procedures formulation for the Klickitat County Health Department.
- Makes administrative decisions regarding the adequacy, improvement, operation and supervision of the agency and its programs according to State and Federal Regulations and Klickitat County policies and procedures.
- Develops and recommends an annual budget for presentation to the Board of County Commissioners. Maintains sound fiscal management. Negotiates agreements.
- Prepares grant applications and supervises implementation and maintenance. Determines goals, measurable objectives, and progress toward objectives, costs and technical requirements for each grant/contract.
- Develops and directs fiscal operations. Supervises data collection systems for accounting, program management, grant reports and audit reports according to internal accounting and auditing practices. Supervises preparation of revenue and expenditure reports for use by the Board of Health and the Board of County Commissioners.
- Administers departmental personnel policies and procedures and oversees supervision of all staff. Selects, hires and dismisses Department staff according to County policies and procedures
- Represents the Department at local, State and Federal levels, maintaining working relationships with community partners and convening meetings with Department staff.
- Develops network of partnerships and cooperation with Klickitat County Community.
- Develops and maintains cooperative relationships with County departments to include, but not limited to Human Resources, Senior Services and departments related to land development and regulatory review to further the County philosophy of internal and external customer service.
- Develops and maintains systems and records that provide for proper evaluation, control, and documentation of assigned operations.
- Directs the resolution of inquiries, complaints, problems or emergencies effecting the availability or quality of services. Responds to the most sensitive or complex inquiries of service delivery issues.

**OPPORTUNITIES & CHALLENGES**

1. The Public Health Department has undergone restructuring and staff turnover with the retirement of one Public Health Director and the resignation of another of the past 3 years. The number of vacancies being filled with quality health care professionals create empowering opportunities. The Health Department is also staffed with a number of long-term employees with a wealth of historical knowledge.

2. Klickitat Count is a geographically large county with a Public Health office on the West and East ends of the county. The level of office management and the expectations of county services at each office vary greatly, creating two distinct and unique office dynamics to manage. The Goldendale Office and Public Health headquarters is currently housed in an annex building that does not adequately meet clients’ needs. The office will be moving two blocks east to a new county owned service building in the summer of 2021, ensuring adequate office space and support services for the growing county.

3. The Public Health Director will have a unique opportunity to empower new and existing staff to provide the best health care opportunities for the citizens of Klickitat County. The Public Health Director will also need to ensure services are fiscally sustainable and seek additional funding when available. The Health Director will need to be nimble in staffing services and levels as grants increase and decrease. The Health Director will also have the privilege of building new relationships with community leaders to create a more sustainable public health model in the county. The Public Health Director will also be responsible for presenting and maintaining the vision and mission of Klickitat County Public Health to staff, stakeholders, citizens, and community partners.

**IDEAL CANDIDATE PROFILE**

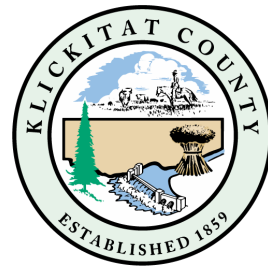
**Education and Experience:**

A Bachelor of Science in Nursing, Environmental Health, Health Education, or related field, plus three (3) to five (5) years of experience in Public Health and Education, including management/supervision is required. Knowledge of Revised Code of Washington and Washington Administrative Codes pertaining to Public Health Administration in Washington State is highly preferred. A Master of Public Health, Public Administration, or related field is preferred. Candidates must have or be able to obtain a Washington State driver’s license by time of hire.

**COMPENSATION & BENEFITS**

- **\$83,657 - \$109,137 DOQ**
- Medical, Vision and Dental with 100% employer paid contributions for employee only and 84% contributions for dependent coverage
- Health Savings Account
- Life Insurance/AD&D
- Long-term Disability Insurance
- Washington State PERS Retirement System
- Sick and Vacation Leave
- 11 Paid Holidays
- Optional Flexible Spending Account

**To learn more, please visit:  
[www.klickitatcounty.org](http://www.klickitatcounty.org)**



Klickitat County is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **February 16, 2020**. (First review, open until filled), Applications and materials will only be accepted electronically. To **apply online**, go to [www.prothman.com](http://www.prothman.com) and click on "Open Recruitments" followed by "Public Health Director – Klickitat County, WA" and follow the directions provided, or visit [www.governmentjobs.com/careers/klickitatcounty](http://www.governmentjobs.com/careers/klickitatcounty).



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