



**Office of Personnel and Civil Service  
Job Announcement  
Please Post Conspicuously**

Michael Mascarenas  
County Manager

Shaun Gilliland  
Chairman of the Board

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**TITLE:** **PUBLIC HEALTH OUTREACH COORDINATOR**  
(Provisional\* Appointment)

**SALARY:** \$25.57/HR.  
Current employees hired **PRIOR** to 2009 contact Personnel for rate of pay.

**LOCATION:** Essex County Department of Public Health, Elizabethtown

**BENEFITS:** Health Insurance, Dental Insurance, Sick, Vacation, and Personal time, NYS Retirement, Life Insurance, Flexible Spending Plan, Paid Holidays, Employee Assistance Program, Employee Premium Enhancement, and 37 ½ Hour work weeks (Monday-Friday) .

**JOB SUMMARY:** The work involves responsibility for community mobilization, outreach and planning in public health. Incumbent will be required to work with internal and external partners within and across organizations. The work is performed under the general supervision of the Director of Preventive Services and the Public Health Director with leeway allowed for the use of independent judgment in carrying out the details of the work. The incumbent does related work as required.

**MINIMUM QUALIFICATIONS: Either:**

- (a) Possession of a Baccalaureate degree in public health, health planning, public policy, community planning or community health and one year of experience in a related field; or
- (b) Possession of a Baccalaureate degree in health science, social science, wellness, exercise science or nutrition and two years of experience in a related field; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b).

*Note: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm> . You must pay the required evaluation fee."*

**(OVER)**



**Essex County Dept. of Personnel & Civil Service**  
**Essex County Government Center, 7551 Court Street, P.O. Box 217, Elizabethtown, NY 12932**



[essexcountyny.gov/personnel-and-civil-service](http://essexcountyny.gov/personnel-and-civil-service)



**518.873.3360**

**Essex County is an Equal Opportunity Employer**

**Residency Requirement:** There is no residency requirement.

**Additional Information:** Qualified candidates will be subject to a Civil Service examination to be announced at a later date. Applications will be accepted until the closing date of the examination. Persons seeking employment with Essex County shall be required to submit to a drug and alcohol screening/testing, pre-employment physical, and additionally may be required to submit to a fingerprint background check, depending upon the specific requirements of the position.

**Posting Date:** September 19<sup>th</sup>, 2023

**Application Deadline:** September 29<sup>th</sup>, 2023

\*The term *provisional* means that you will be required to take the next civil service examination for this title and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.



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