



# CITY OF BRIDGEPORT, CONNECTICUT

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The City of Bridgeport, CT is now accepting resumes for the position of

## **DIRECTOR OF HEALTH**

**Salary:** \$124,110.00 – \$136,519.00 (salary for this position is established per Bridgeport Municipal Ordinance 2.36, salary of selected candidate will be determined by the Mayor). This position includes a comprehensive benefits package including a Retirement Pension administered by MERS (Municipal Employees Retirement System).

**To Apply:** Please mail, deliver or email a resume, a cover letter, three (3) professional references, to the Civil Service Commission office, Room 106, 45 Lyon Terrace, Bridgeport, CT 06604. You can email required documents to [COB.Jobs@bridgeportct.gov](mailto:COB.Jobs@bridgeportct.gov).

**Resumes must be submitted or postmarked no later than Friday, September 16, 2016.**

**Term of Appointment:** The Director of Health shall hold office for the term of four years from the date of such appointment and until a successor is nominated and confirmed in accordance with C.G.S. Section 19a-200(a).

### **DUTIES CHARACTERISTIC AS TO TYPE AND LEVEL:**

Administrative and professional public health work directing the municipal health program, including responsibility for planning, directing, coordinating and supervising all health services for safeguarding and improving the health of city residents. Under the general direction of the Mayor and/or the City Chief Administrative Officer (CAO), the Director of Health has all of the duties imposed by the General Statutes of the State of Connecticut Section 19a-200 and the Public Health Code, and other regulations of the State Department of Health services and Bridgeport local ordinances.

### **TYPICAL TASKS OR ASSIGNMENTS:**

Meet or otherwise collaborate with other departments or city administration, with other agencies, with agencies of Federal and State government and with significant individuals on the investigation and proposed or possible resolution of problems, on the initiation or planning of new programs and the expansion of existing wherever warranted.

Meet with the chiefs or other staff members of the operating divisions, sections or projects of the department so as to provide direction to their respective programs and to consider changes in plans or operations which may reflect changes in public health needs, budgetary, staff or other changes.

Attend meetings of public health and other relevant professional associations, including meeting with other directors of health both from Connecticut and from other states and territories to consider threats to the public health and ways to meet those threats as well as to consider how to deal with managerial, budgetary, legal and other administrative matters of public health importance.

Develop classifications for new positions, request replacement of staff in existing position and new staff positions. Authorize requisitions for supplies and equipment and payment for services. Authorize request for grants funds.

Develop applications for grant funds either directly to Health Department or for community agencies in programs in which the Health Department participates.

Interview candidates for new position and decide on the appointment of key staff.

Supervise and be responsible for the submission of all Health Department reports required by the Office of Human Affairs Commission, the Mayor, the State Department of Health Services and other agencies who have a right to such reports.

**MINIMUM QUALIFICATION REQUIREMENTS:**

A Master's Degree in Public Health as a result of at least one year's training, including at least sixty hours in local public health administration, in a recognized school of public health, or a medical degree (M.D.) and eligibility for licensure in the State of Connecticut. A medical physician, board certification/eligible in an American Board of Medical Specialties (ABMS) with prior experience as a health director in a Connecticut municipality with a population of 80,000+ preferred or such combination of training and experience as meets the approval of the State Commissioner of Public Health.

Thorough knowledge of public health administration, policies and practices.

Knowledge and understanding of state public health laws and regulations and their application at the local level.

Knowledge of medical care in relations to infectious disease in terms of medical treatment and education and sociological strategies.

Understanding of health prevention and risk reduction as it relates to children and families.

Ability to recognize populations at risk for health problems and assist in the development of programs to meet such needs.

This job description is not, nor is to be intended to be, a complete statement of all duties, functions, responsibilities and qualifications which comprise this position.

**Please note: due to the anticipated volume of submissions received, we will only contact those applicants whose experience, background, and skills best match our requirements.**

An Equal Opportunity Employer MF/AA/DIS

For further information and contact:  
CIVIL SERVICE COMMISSION  
45 LYON TERRACE  
BRIDGEPORT, CT 06604  
TELEPHONE: 203-576-7103