

## JOB POSTING

### Position: Public Health Administrator

Posting Date: 01/27/2025  
Available: 05/01/2025

Applications accepted until position is filled  
**Starting Salary:** Based on qualifications

### **Responsibilities include, but are not limited to:**

- Plans and directs programs and operations for the Logan County Department of Public Health
- Provides leadership and direction for agency wide initiatives and programs involving collaboration with community partners
- Develops, justifies, and monitors implementation of the annual Health Department budget
- Provides regular information and updates to Board of Health members and serves as a liaison to the Logan County Board
- Acts as Health Department spokesperson on public health and related legislative issues
- Participates on committees and collaborates with community partners on public health initiatives
- Implements organizational and operational restructuring to improve quality of service
- Researches and recommends program initiatives for Board of Health approval
- Directs operational emergency response efforts and maintains 24/7 availability to respond to emergencies, drills, and other related activities

### **Requirements include:**

According to the Illinois Department of Public Health, applicants should, at a minimum, possess the following education and experience:

1. A master's degree in public health from a college or university accredited by the North Central Association or other regional, nationally-recognized accrediting agency and two years of full-time administrative experience in public health;
2. A graduate degree in a related field from a college or university accredited by the North Central Association or other regional, nationally-recognized accrediting agency, which may include but shall not be limited to a master's degree in public administration, nursing, environmental health, community health, health education, and two years of full-time administrative experience in public health; or
3. A bachelor's degree from a college or university accredited by the North Central Association or other regional, nationally-recognized accrediting agency, and four years of full-time administrative experience, of which at least two years must be in public health.

In addition, the incumbent selected for this position must be approved by the Illinois Department of Public Health for appointment.

Benefits include IMRF retirement, health insurance, paid vacation, and sick time.

If interested, fax or email a cover letter and resume to the Logan County Department of Public Health 109 Third Street, Lincoln, Illinois 62656. For more information contact the Logan County Department of Public Health at 217/735-2317. Fax: 217/732-6943 E-mail: [info@lcdph.org](mailto:info@lcdph.org)

Logan County Department of Public Health is an equal opportunity employer and does not discriminate in hiring of employees on the basis of race, color, religion, sex or national origin.