



CHIEF, PUBLIC HEALTH SERVICES



DHHS
MONTGOMERY COUNTY

Department of Health
and Human Services

MONTGOMERY COUNTY, MARYLAND

www.montgomerycountymd.gov

THE POSITION: CHIEF, PUBLIC HEALTH SERVICES

Montgomery County Department of Health and Human Services (DHHS) is seeking a visionary executive to lead our Public Health Services division. The Chief of Public Health Services provides leadership and oversight of the County's Public Health Services system. The selected candidate for this position will be appointed by the County Executive and confirmed by the County Council.

This is a non-merit position within Montgomery County Government. The incumbent of this position reports directly to the Director of the Department of Health and Human Services. The position also serves as a senior member of the DHHS's Leadership Team responsible for building and nurturing the integration of public health and human services.

Ideal Candidate:

The ideal candidate will demonstrate a current knowledge of the development and delivery of public health services and the ability to direct strategic initiatives which address root causes of inequities, reduce barriers to County services, and enrich systems that contribute to the well-being of county residents. The ideal candidate must have a deep understanding of the interdependencies among public health, human services, and behavioral health and a strong commitment to working within and contributing to an integrated public health and human services delivery system. The candidate must demonstrate a strong commitment to community engagement focused on building ongoing relationships and partnerships that inform and influence public health infrastructure, policies, and services.

Key Responsibilities:

The Chief of Public Health Services for DHHS is responsible for:

- Oversight management of the DHSS Public Health functions and related programs
- Formulation, development, and execution of public health programs reflecting state and local needs
- Application and/or enforcement of appropriate state laws and regulations of the Secretary of the Department of Health, Montgomery County, and Ordinances of municipalities within the County
- Functioning as a key member of the integrated and interoperable Health and Human Services leadership team



Essential Job Functions and Duties:

- In collaboration with the Montgomery County Chief Health Officer (CHO), develop and implement a vision with strategic plans for the Public Health Services (PHS) area that align with DHHS's mission and goals.
- Administer the operating budget comprised of core public health funding, County general funds, federal and state grant funding, and other sources of funding including billing of Medicaid and third-party billing efforts and revenues derived from fee collection.
- Enforce federal, state and county laws, rules, and regulations to protect the public health and safety of the populations including environmental health rules. Execute policies and procedures established by the state

and the county as they relate to health matters applicable to Montgomery County.

- Monitor mortality, morbidity, and other disease trends; investigation and control of disease outbreaks; and informing the CHO, DHHS Director, and elected officials regarding urgent and emerging health concerns.
- Responsible for development, promotion, and management of public health programs for Montgomery County. Responsible for assessing community needs and initiating new programs as deemed necessary to meet State and County objectives and to achieve a healthy population.
- Provide policy guidance related to interpretation and possible promulgation of federal, state and county laws, rules, and regulations pertaining to the administration of PHS. Provide testimony to the state legislature and the County Council as appropriate.
- Work as a key member of the DHHS Senior Leadership Team and support Enterprise-Wide integration and interpretability efforts.
- Participate in 21st Century public health modernization efforts in Montgomery County which would involve Health Information Technology and technology modernization efforts, Community Health Needs Assessments, Community Health improvement processes, billing, and reimbursement with third party payers, and innovative partnerships and a focus on evidence informed practices.
- Guide and support a strong agenda for healthcare for the uninsured and prioritize a focus on eliminating health disparities.
- Build a strong prevention and treatment continuum in partnership with public and private partners and stakeholders aimed at sustaining the County as healthiest county in Maryland and improving health outcomes and disparities through a racial and social justice equity lens for all residents of Montgomery County.
- Develop and present operating and capital budgets and operational plans as part of the DHHS senior leadership team to the County Executive, County Council, and the Maryland Department of Health as prescribed by the State and the County.
- Serve on local boards and commissions, provide staff support for the County Council when it sits as the Board of Health, participate on advisory committees and other policy workgroups at the local, state, and national levels in advancing a strong public health agenda.
- Provide leadership in disseminating public health-related information and pertinent knowledge. Develop and sustain effective relationships with residents, providers, community organizations, and other public agencies as appropriate.
- Build and strengthen workforce development activities and relationships with local schools and higher education institutions and entities in their support of Public Health. Participate in activities that enhance and improve the knowledge, skills, and abilities of the current public health workforce.
- Work with Federal, State, and County entities and programs with a focus on Public Health Emergency Preparedness and Response and Homeland Security as they relate to the DC/MD/VA area including the regional Council of Governments.
- Maintain strong relationships with local public and private schools related to school health, including the prevention and control of communicable disease in schools, and other public health-related activities.



Knowledge, Skills, and Abilities:

- Knowledge of public health principles and issues, and developments in the public health regulatory fields.
- Knowledge of and commitment to customer service and client-focused service delivery.
- Ability to lead, plan, implement, and evaluate public health programs and services in an environment of diversity, equity, and inclusion.
- Ability to establish collaborative and cooperative approaches to achieving goals.
- Ability to establish and maintain effective and cooperative workplace relationships with management, staff, interdisciplinary team members, representatives of public/private and community groups, elected officials, and the public.
- Ability to attend meetings or perform other assignments at locations outside the office.
- Ability to serve and engage with multicultural communities.
- Spanish language proficiency is preferred.

Education and Experience:

- *Experience:* At least seven years of progressively responsible professional experience in organizational management for public health service programs, which includes supervisory and/or executive experience.
- *Education:* Graduation from an accredited college or university with an advanced degree in public health, human services, public administration, or other related fields.
- *Equivalency:* An equivalent combination of education and progressively responsible management experience will also be considered.

Compensation and Benefits:

Montgomery County offers competitive compensation and generous benefits. To learn more about our total rewards, visit our website: www.work4mcg.com. The salary range for this position is \$175,000 to \$200,000.

Application and Selection Process:

This advertisement will be open until the position is filled. To be considered, submit your resume and cover letter promptly, as the review of applications will begin on Friday, November 3, 2023. Please submit your cover letter and resume to: Carey Couto, Human Resources Specialist, at Carey.Couto@montgomerycountymd.gov as soon as possible.

Resumes will be screened and evaluated based on the information listed in this brochure. Selected candidates will be invited to participate in an interview and selection activities.

Montgomery County is an Equal Opportunity Employer. Women and minority candidates are encouraged to apply. Montgomery County Government is committed to attracting and retaining a highly skilled, quality, and diverse workforce, valuing people who are committed to public service and aspire to make a difference in our community.



MONTGOMERY COUNTY HEALTH AND HUMAN SERVICES

The [Department of Health and Human Services](#) (HHS) is responsible for delivery of the County's public health and human services that meet the needs of our community's most vulnerable children, adults and seniors. The Department provides services through more than 120 programs at more than 20 locations. With over 2,000 employees, HHS is the largest County department.



As a Department, we believe health and wellness of the County can only be achieved by ensuring that every resident has fair opportunities to reach their fullest potential. This means access to quality housing, transportation, education, employment, health care, human services, safe neighborhoods and healthy food. HHS provides critical services for

residents who face a variety of obstacles in achieving their full potential. HHS plays an essential role in building a healthy and strong community.

The [Department](#) delivers over 120 programs and services through six (6) divisions:

- Aging and Disability Services
- Behavioral Health and Crisis Services
- Children, Youth and Family Services
- Community Affairs
- Public Health Services
- Services to End and Prevent Homelessness

DIVISION OF PUBLIC HEALTH SERVICES

The Public Health Services (PHS) division is dedicated to enhancing the health of our residents by promoting healthier lifestyles, preventing diseases, and ensuring equitable access to vital health services. We track health conditions and implement intervention strategies to control and prevent diseases, including bioterrorism and emerging threats.

Furthermore, PHS evaluates its programs, conducts facility inspections for public health and safety, and upholds high community standards. We work closely with the Maryland Department of Health, HHS service areas, County agencies, and the community to provide integrated services tailored to the diverse needs of Montgomery County's population.



PHS is resolutely committed to advancing health equity by addressing social determinants of health, supporting underserved populations, and advocating for inclusive policies. Our mission is to ensure that every member of our community can lead a healthy and fulfilling life.

The FY2024 operating budget for Public Health Services is \$105.21 million. The staffing compliment includes 580 FTEs.



Programs and services include:

- Maternal Child Health Services
- School Health Services
- Licensure and Regulatory Services
- Community and Population Health
- Healthcare for the Uninsured
- Communicable Disease and Epidemiology
- Immunization and Disease Control
- Emergency Preparedness
- Dental Services

THE COMMUNITY

[Montgomery County](#), located adjacent to Washington, DC, has over one million residents and is one of Maryland's most populous and affluent counties. The County is also the most diverse in the State and ranks among the top ten most diverse counties in the nation.

Many families seeking a high quality of life and excellent schools are attracted to the County for its employment offerings, livable neighborhoods, safe communities, inclusion, and diversity. With a variety of cities, towns, and urban districts, Montgomery County's communities include Bethesda, Chevy Chase, Gaithersburg, Germantown, Rockville (the County seat), and Silver Spring. Montgomery County is home to many major U.S. government offices, scientific research and learning centers, and business campuses.

The County's workforce is one of the most educated in the nation, with the most advanced degrees per capita of any jurisdiction with one million residents or more. Higher education is further exemplified within the County by Johns Hopkins University's Montgomery County Campus, Montgomery College, and the University of Maryland Global Campus – creating a thriving center for advanced educational opportunities. Advanced medical centers include Howard Hughes Medical Institute and the National Institutes of Health.

The County's public school district is the largest in Maryland and in the top 20 largest school districts nationwide. Its 210 schools, including 42 national Blue Ribbon Schools, serve over 160,000 students.



COUNTY GOVERNMENT

Montgomery County Government (MCG) is composed of the Executive and Legislative branches. The Executive Branch implements and enforces Montgomery County's laws and provides executive direction to the government. Its chief executive officer is the County Executive. There are over 30 executive branch departments and agencies that help to deliver services to more than one million county residents.

Montgomery County is proud of the services it offers. The County Council members and the County Executive serve four-year terms. Montgomery County has a strong tradition of prudent fiscal management and holds the highest bond rating from each of the three major credit rating agencies. Montgomery County Executive Marc Elrich has outlined [seven priority outcomes](#) for the County's future.



Montgomery County Government is an equal opportunity employer, committed to workforce diversity. Accordingly, as it relates to employment opportunities, the County will provide reasonable accommodations to applicants with disabilities, in accordance with the law.