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**Position Title:** County Health Officer and Chief of Public Health Services

**Reports to:** Director, Department of Health and Human Services

**Location:** Rockville, MD

**The Organization:** Montgomery County Government

**Introduction:**

Located adjacent to the nation's capital, Montgomery County is the most populous county in the state of Maryland and one of the most diverse counties in the nation.

The County Government 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 over 1 million county residents. Montgomery County is proud of the services it offers. These include some of the best in the nation, which the County strives to deliver in keeping with its Vision Statement and Guiding Principles.

**The Position:**

The Montgomery County Department of Health and Human Services (DHHS) seeks a visionary executive to lead our Public Health Services division. This position will serve as a senior member of the Department's leadership team.

The Department of Health and Human Services is the largest in County government and is responsible for public health and human services that help address the needs of the community's most vulnerable children, adults and seniors. There are more than 120 programs and services are delivered to more than 20 locations in Montgomery County.

Core services protect the community's health, protect the health and safety of at-risk children and vulnerable adults and address basic human needs including food, shelter and clothing.

The department provides services through several service areas: Aging and Disability Services; Behavioral Health and Crisis Services; Children, Youth and Family Services; Public Health Services and Services to End and Prevent Homelessness. The Office of Community Affairs provides direct services through several programs. In addition, the administrative functions include budget administration, fiscal administration, contract management, facilities, grant acquisition, human resources, information systems and performance management



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## Mission

The mission of the Department of Health and Human Services is to promote and ensure the health and safety of the residents of Montgomery County and to build individual and family strength and self-sufficiency.

## Guiding Principles

- We will provide services that build on the strengths of our customers and the community.
- We will be responsive to the changing needs of our community.
- We will recruit and maintain competent, customer service-oriented staff.
- We will make operational a “no wrong door” approach to services delivery.
- We are committed to the highest quality customer service for all those seeking services, and hold our staff accountable to demonstrate respect, professionalism, timeliness and fairness.
- We value the skill and dedication of our staff and will provide them with adequate support, resources and training to serve our customers well.

## Values

Equity refers to fair policies, decisions, and actions by the Montgomery County Department of Health and Human Services when impacting the lives of people. Equity is a value of fairness that guides the way that Montgomery County Department of Health and Human Services works with customers, staff, and community to promote health, safety, well-being and self-sufficiency.

Our Equity principles address five major areas:

*Dignity:* We believe that all individuals should be treated with dignity and respect

*Elimination of Disparities:* We believe in preventing and eliminating social and health disparities to achieve optimal health and wellbeing.

*Access:* We believe in ensuring access to effective and high-quality services that meet people’s needs, when they need them, delivered by a professional workforce which is competent to provide those services in a caring and respectful manner.

*Distribution of Resources:* We believe that the resources of the Department should be distributed in a manner that maximizes the health, safety, well-being and self-sufficiency of the community as a whole.

*Community Engagement and Participation:* We believe that our diverse communities should be meaningfully engaged in providing input and feedback on policies, practices and services. Trust as a value is the confidence or reliance one has in the integrity, strength and ability in a product, service or person. Trust includes the following behaviors:



- Communicate consistently, honestly and openly
- Treat others as we would like to be treated
- Demonstrate behavior that is consistent with what has been communicated
- Demonstrate integrity in all aspects of work
- Service is the action of doing work or providing assistance to someone.

Partnership is a state of working together in partnership.

Service in Partnership is a value that impacts the following areas:

- Provide services that build on the strengths of our customers and the community
- Create a seamless system of care within the Department, with public partners and public/private partners
- We will be responsive to the changing needs of our community for improved outcomes, enhanced client experience and efficient use of resources

Reporting to the Director of the Department of Health and Human Services, the Health Officer/Chief of Public Health Services position is the ideal role for a driven, highly competitive professional eager to play a key role and have a large impact within a dynamic community. The incumbent will advise and/or consult with the County Executive, the Montgomery County Council sitting as the Board of Health, as well as the State Department of Health. The Health Officer/Chief will play a critical role in protecting and improving the health of Montgomery County and positioning the county as one of the healthiest places to live in the United States.

The Public Health Services division needs a Health Officer/Chief who can commit to the organization's strategic plan and advocate on behalf of the region. The Public Health Services division is committed to ensuring that all individuals, communities, and residents are afforded equal opportunities to health services, education and a healthy environment to live, work and play. Achieving health equity is an overriding goal of the Public Health Services division and the Health Officer/Chief is expected to lead the department in its quest for health equity.

**The Health Officer/Chief will:**

- Administer public health programs for Montgomery County including management of personnel, funds, facilities and all assets of the Public Health Services Area. The Health Officer/Chief is responsible for administering the operating budget comprised of core public health funding, county general funds, federal and state grant funding and other funding sources including billing of Medicaid and third-party billing efforts and revenues derived from fee collection. Working with The Department Director, the Health Officer/Chief will develop and present operating and capital budgets



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and operational plans as part of the Public Health Services division senior leadership team to DHHS and to the County Executive.

- Enforce federal, state and county laws, rules and regulations to protect the public health and safety of the population including enforcement of environmental health rules, including air quality. Execute policies and procedures established by the Commonwealth of Maryland and Montgomery County as those laws, rules, policies, procedures relate to health matters applicable to Montgomery County. Ensure the development and revision of related departmental policies and procedures in accordance with these rules and regulations.
- Monitor, regulate and enforce all rules and regulations related to clean air and water and other environmental and public health rules and regulations related to public health to ensure that all businesses are complying with these requirements. Hold businesses accountable by identifying deficient compliance, and meeting with and negotiating alternative business practices that bring them into compliance. When compliance is not achieved, hold those businesses accountable with appropriate legal recourse.
- Ensure that the monitoring of mortality, morbidity and other disease trends; the investigation and control of disease outbreaks; and the communication with elected officials regarding urgent and emerging health concerns takes place. The Health Officer/Chief will work to reduce disease, illness and death to decrease mortality rates and reduce morbidity and other disease trends.
- Oversee the development, promotion, implementation and management of public health programs for Montgomery County. Ensure broad clinical oversight of medical programs by providing experienced and independent medical oversight and by accessing the expertise of other medical and healthcare professionals locally, nationally and internationally.
- Responsible for evaluating community needs and initiating new programs as deemed necessary to meet state and county objectives and to achieve a healthy population.
- Decide the retention, expansion or abolition of programs, services and resources offered by Public Health Services division through the county, clinics, hospitals and other healthcare institutions. Integrate the plans, activities and staffing of Public Health Services division programs and operations.
- Provide testimony to the state legislature and to the County Council and serve as a national advocate on public health issues related to all of Public Health Services division's areas of service. Provide policy guidance related to the interpretation and possible promulgation of federal, state and county



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laws, rules and regulations that will advance public health wellness, tackle new occurrences of diseases and other health related risks to the community.

- Work as a key member of the Montgomery County Senior Leadership Team and support Enterprise-Wide integration and interpretability efforts.
- Support a 21st Century public health modernization effort across Montgomery County and the region which would involve Health Information Technology and technology modernization efforts, Community Health Needs Assessments, and Community Health improvement processes. Improve billing and reimbursement processes with third party payers and innovative partnerships with private businesses, foundations, NGOs, and non-profits to further the mission of the Public Health Services division. Continue to identify and implement evidence based on informed practices to improve efficiencies and services offered by the health department.
- Guide and support a strong healthcare for the uninsured agenda and prioritize a focus on eliminating health disparities.
- Support and maintain the Public Health Services division accreditation.
- Lead the organization through its new strategic plan and continue to monitor, revise and implement long-term strategic planning as needs change across the community.
- Represent the Public Health Services division and the County Executive at meetings and conferences with elected, appointed and career officials at a federal, state and local level.
- Participate in local boards and commissions, participate in advisory committees and other policy workgroups at the local, state and national levels to support a strong public health agenda.
- Partner with local, state and national governmental organizations, NGO's, nonprofits, as well as other private and public businesses to fight on-going environmental, social justice, violence, infectious disease, and health epidemic crises facing Montgomery County and the region.
- Provide leadership in disseminating public health knowledge. Develop and sustain effective relationships with citizens, providers, community organizations, private businesses and other public agencies as appropriate. Quality Improvement/Data Analysis - monitor, analyze and utilize federal, state, and local public health related data to inform programming, policy, and budgeting.



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- Build and strengthen workforce development activities and relationships with local schools to further support public health; engage in activities that enhance and improve the knowledge, skills, and abilities of current workforce; participate in physician resident and other student intern practicums with local higher-education institutions to encourage recruitment of future public health and Public Health Services division employees as well as a general workforce with an eye to population health.
  - Public Health Emergency Preparedness - work with federal, state, and county programs with a focus on Public Health Emergency Preparedness and Response.

**The Ideal Candidate:**

- Extensive knowledge of the principles and practices of medicine, with special emphasis on preventive medicine.
- Extensive knowledge of public health administration including the organization and operation of preventive medical programs applicable to child, adult, mental health, communicable disease control, environmental health, public health nursing and health education.
- Experience with managing large multi-faceted organizations including overseeing large complex budgets.
- Extensive knowledge of federal, state and local laws, ordinances and regulations governing public health.
- Skilled in planning, organizing, coordinating, and directing a variety of public health programs and activities, including community engagement.
- Skilled in gaining effective cooperation with community groups and planning organizations concerned with public health and establishing and maintaining good relations with professional and community groups.
- Skilled in enforcing all laws, ordinances and regulations relating to public health.
- Skilled in directing public health research and statistical studies.
- Innovative executive who is capable of benchmarking current activities with that of other leading public health organizations to ensure that the public health department is striving for equitable cutting-edge solutions to address community health issues.



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- Demonstrated ability to juggling multiple activities at the same time and tackle multiple issues concurrently.
  - Experience using social media and other forms of electronic communication to connect with members of the community while also using more traditional means of communication to ensure outreach to all members of the community.
  - Skilled in negotiating agreements which accommodate the conflicting interests and viewpoints of numerous groups and organizations.
  - Skilled in oral and written communication sufficient to develop defenses of, and justifications for, decisions reached.
  - Impeccable personal and professional ethics, integrity and standards.
  - Success at identifying and securing large federal, state, and foundation grants and programs.
  - Politically astute and capable of speaking to the media as necessary.

**Highlighted Qualifications:**

- Have presence of mind and quick decision-making abilities.
- Must promote a positive atmosphere and lead employees and individuals to provide superior customer service to the public.
- Strong results orientation, i.e., on time with quality including appropriate sense of urgency and proactive approach.
- Strong management and team building skills which motivates top talent and generates confidence and respect from all levels of the department.
- Comfortable in a hands-on, strategic leadership role.
- Calm collected leader who has a steady hand to manage multiple, complicated and highly sensitive situations.
- Ability to switch between situations and activities without losing speed.
- Ability to fit into a dynamic, fast-paced environment.



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- Long-term strategic view without losing the ability to act tactically.
  - Ability to engage members of the public.
  - Open-minded and embracing of diversity and inclusion in all of its forms.
  - Committed to providing equitable services to all members of the community.
  - Capable of engaging local businesses and foundations to support the promotion of public healthcare across the region.
  - Experience navigating difficult and complicated conversations with members of the business community to ensure that they are adhering to local, state and national laws related to clean air, clean water and a healthy environment.

**Education, Training and Experience:**

A degree from a four-year accredited medical school is required. The Health Officer/Chief of Public Health Services ideally possesses a minimum of five years of supervisory or administrative experience in the field of public health, and must be licensed to practice medicine or osteopathy in the State of Maryland or able to quickly obtain such license.

**To Apply:**

Montgomery County government is committed to attracting and retaining a highly- skilled, quality, and diverse workforce. We want people who aspire to make a difference in our community. We offer quality compensation and a generous benefits package. Learn more at: Montgomery County Benefits. **Interested applicants should forward a cover letter and resume to Neal Lieberman at [nlieberman@kapartners.com](mailto:nlieberman@kapartners.com)**