



Benzie County Office
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Benzonia, MI 49616

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Leelanau County Office
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Suite LL-007
Suttons Bay, MI 49682

Phone: 231-256-0201
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Employment Opportunity

The Benzie-Leelanau District Health Department is accepting resumes for the position of Health Officer. The Health Officer is the chief administrative officer for the Health District, responsible to the Board of Health for all matters pertaining to public health, and for providing necessary assessment and assurance activities related to the health needs of the community. Working in collaboration with the Board of Health and Medical Director, the Administrative Health Officer manages the overall organization and operation of the Agency. Ensures compliant and effective enforcement of public health laws and regulations and achievement of established standards and best practices. Provides leadership of public health programs and administrative direction for staff. Collaborates with the Medical Director to ensure that all health care practices, procedures, and protocols conform to current standards of medical practice. Serves as a liaison between the Agency, the public, and community partners.

A complete job description can be found by visiting our website:
https://www.bldhd.org/media/uploads/ho_full_job_description.pdf

Cover letter and resume can be mailed to the Benzie-Leelanau District Health Department; 6051 Frankfort Highway, Suite 100; Benzonia, MI 49616, attention: Dodie Putney or emailed to dputney@bldhd.org. Deadline for submitting cover letter and resume is by the end of the day on July 25, 2024. Applications will remain confidential until and unless the applicant is asked to interview for the position. Interviews will be in a public meeting. Benzie-Leelanau District Health Department is an equal employment opportunity employer.