

## Public Health Director - Village of Oak Park, Illinois

**Oak Park, IL (Pop. 52,000)** Exciting opportunity for public health executives and administrators to serve in a progressive community of nationally recognized, architecturally significant historic neighborhoods and thriving business areas located nine miles west of downtown Chicago. Oak Park is a fully developed, 4.7 square mile, mature, ethnically, racially, and culturally diverse community known for its engaged citizens and its progressive approach to government.

Oak Park is a community of choice, benefitting from multiple modes of transportation and immediate accessibility to local and regional high-quality retail, high-tech employment, arts, and cultural attractions. Oak Park is bounded on the east and north by the City of Chicago, on the west by River Forest and Forest Park, and on the south by Cicero and Berwyn. Further information about the Village is available on their website at: [www.oak-park.us](http://www.oak-park.us).

The Public Health Director reports directly to the Village Manager and directs the Public Health Department in providing public health services to the community, including environmental health, public health nursing and health education. The Public Health Director oversees a department of 12 full-time and 4 part-time personnel, coordinates assigned activities with other Village departments and outside agencies and provides support to the Village Manager. The Director manages an approximately \$1.2 M operating budget in addition to about \$1 million in grants. Please note the following about this highly responsible position:

- The Oak Park Health Department has been an Illinois certified local health department since 1948 and is one of six others that exist in Cook County along with Cook County, the City of Chicago, City of Evanston, Village of Skokie, and the Stickney Public Health District.
- The Public Health Director will collaborate with internal and external partners on current and emerging public health issues, ensuring that the Oak Park community area is prepared, protected, and informed on important public health matters. Partners include the Oak Park Board of Health, Illinois Department of Public Health, Cook County Department of Public Health and neighboring county health authorities, public safety leaders, elected and appointed leaders in the Village of Oak Park and Cook County and partners at the local and regional medical schools. This position is a key member of the Village's public health emergency preparedness efforts.
- The Public Health Director must possess well developed communication skills and provide leadership in advising Village officials and public safety personnel, local physicians and the medical community on communicable diseases and other public health concerns. The Public Health Director is the face of all public health issues and must present an informed and trusting presence in the media.
- The Public Health Director ensures that all medically related activities in the department are performed in accordance with applicable license, regulatory and accreditation standards, including consistent quality assurance standards.
- The Public Health Director must be an ethical, collaborative servant leader who is skilled at building relationships and energized by working cross functionally with the Village of Oak Park and a diverse group of internal and external stakeholders.

Candidates must possess a master's degree in public health or related field. A bachelor's degree combined with four years of full-time administrative experience, of which at least two years are in public health may be substituted for a graduate degree. In addition, candidates must have a minimum of two years of full-time administrative experience in public health. Four years of senior or executive-level experience directing a public health or environmental health department with programs of a similar size and complexity as Oak Park's including at least one year of supervisory experience, directing, leading, and developing staff is strongly preferred.

Exceptional experience and knowledge of comprehensive public health and environmental health programs, interpersonal skills, organizational leadership, independent judgment, strategic planning, budget and management skills, and motivational skills are essential.

The annual salary range for the Public Health Director is \$122,000-\$177,000, with the expected starting salary at \$150,000 +/- DOQ. Placement within the approved salary range will be dependent upon career experience and qualifications. For best consideration, submit applications for the position by August 19, 2024. To apply, candidates must submit a comprehensive resume, cover letter and contact information for five professional references to [www.GovHRjobs.com](http://www.GovHRjobs.com). Candidates may contact the recruiters, Maureen Barry, Senior Vice President, and Ashley Eccles, Senior Vice President, at 847-380-3240 ext. 166.

**This recruitment incorporates existing rules and regulations that govern public sector recruitments in the State of Illinois.**