

## Tuscola County Health Department Job Openings Part-time Emergency Preparedness Coordinator (EPC)

The Tuscola County Health Department has an opening for a part-time Emergency Preparedness Coordinator. Under the supervision of the Health Officer, the EPC develops protocols and provides training in the procedures to be followed in the event of a public health emergency.

### **Job duties may include but not limited to:**

- Coordinate efforts to develop a comprehensive bioterrorism preparedness plan and update and enhance the plan as new strategies are developed.
- Coordinate efforts to upgrade infectious disease surveillance and reporting.
- Coordinate efforts to expand communication and emergency response capabilities.
- Coordinate efforts to enhance the public health system for responding to a bioterrorism attack.
- Assess epidemiologic capacity.
- Research and establish a plan for executing emergency public health measures.
- Develop a plan to disseminate education to the public, health department staff, and other health care organizations in regard to exposure risks and effective response.
- Assess training needs with special emphasis on emergency department personnel, infectious disease specialists, first responders, public health staff and other health care providers.
- Conduct drills and testing with use of equipment, communications, personnel and emergency preparedness plan.
- Communicable Disease and Community Surveillance, Communicable Disease and Epidemiology Investigation and Surveillance.
- Serve as a point of contact within health department jurisdiction during public health emergencies.
- Completion of required FEMA courses.

### **Educational Requirements:**

Bachelor's in a Health Science related field (Registered Nurse, Emergency Management, Public Safety, Public/Health Administration, Health Analyst, etc.) or other appropriate degree in area of program with three years relevant work experience; or any equivalent combination of education, training and experience which provides the necessary knowledge, skills and abilities.

### **Additional Requirements:**

- If Registered Nurse, **must** possess a Nursing License to practice in the state of Michigan
- Possess a valid MI driver's license without limitations.
- A drug test will be required.

Wage: \$32.28 per hour

Equal Opportunity Employer

Submit **resume and application** (found at [tchd.us](http://tchd.us)) to:

Human Resource Department  
Tuscola County Health Department  
1309 Cleaver Road, Suite B  
Caro, MI 48723

Or Email **resume and application** to: [hr@tchd.us](mailto:hr@tchd.us)

Applications/resumes will be accepted until the position is filled.