



NOTICE OF VACANCY

TITLE: Regional Hub Trainer – Title V/Septic
DEPARTMENT: City of Salem Health
POSITION STATUS: Full time, 35 hours a week, position with benefits
Grant funded through Public Health Excellence by the Massachusetts Department of Public Health; funding is expected to run through at least June 2027.
SALARY: Up to \$80,000.00 annually; DOQ

JOB SUMMARY AND OVERVIEW OF GRANT

The North Shore Public Health Collaborative (NSPHC) seeks a smart, energetic, and engaged individual for the role of Regional Hub Trainer for Title 5 to conduct applied training for environmental health staff to conduct inspections in accordance with the Massachusetts Department of Environmental Protection's Septic System regulation (310 CMR 15.000). General Application and Administration of Environmental Code (310 CMR 11.00), M.G.L. c. 111, § 122A or 310 CMR 22.00: Drinking Water, and The US Environmental Protection Agency (42 U.S.C. §300f et seq).

The Title 5 Regional Hub Trainer will coordinate between and across municipal public health departments, Boards of Health, and state and local partners. The Title 5 Regional Hub Trainer will be responsible for program development to support staff training efforts in alignment with the implementation of the Massachusetts Special Commission's Blueprint for Public Health Excellence recommendations.

DUTIES AND RESPONSIBILITIES

Work closely with staff from the Massachusetts Department of Public Health (MDPH) Office of Local & Regional Health (OLRH), the MA DPH Bureau of Environmental Health (BEH), and the MA Department of Environmental Protection (MA DEP) to assess training needs in the Regional Training Hub's region(s).

Develop a flexible and responsive training plan that fits the needs of training staff and attendees.

Implement that training plan, periodically re-evaluate and, where appropriate, adjust the training plan to meet changing regional needs.

Convene regular check-in meetings with municipal public health department leads, public health staff, and, where appropriate, elected, or appointed Boards of Health to ensure that shared public health services and the regional applied trainings are meeting their needs and expectations.

Lead the management of the Regional Training Hub, providing training to environmental health staff.

Build supportive training and capacity-building relationships with Public Health Excellence (PHE)-funded local public health staff.

Work with the OLRH and the designated PHE leads/coordinators for the training Hub to review PHE information and data regarding training gaps and needs and identify staff for applied training.

Be available to PHE training participants to respond to questions and challenges.
Attend training provided by Senior DPH Trainers and be prepared to raise regional specific challenges they can help Hub Trainers plan for and resolve.

Work in consultation with DPH Senior Trainers to standardize curricula for the applied training.

Set up the logistical needs for the applied training sites/establishments being inspected and ensure accessibility and safety.

Design and provide standardized, hands-on, and accessible applied training based on the standardized curricula.

Create in consultation with DPH Senior Trainers resources or learning aids.

Coordinate with the Senior Operations Coordinator the training dates, sites, and plans for notifying PHE groups.

Participate in central meetings or learning collaborative along with other Hub Trainers.

Provide requested reporting and assist Administrative Staff in required reporting. Provide feedback to DPH Senior Trainers on best practices or changes to the training model/curricula.

Maintain or seek relevant credentialing and attend appropriate professional development training along with the centralized required training.

Work with the Senior Operations Coordinator to promote and increase access to credentialing. Assist in the OLRH evaluation of the RFTH model.

Perform other duties as required.

QUALIFICATIONS

A bachelor's degree in public health, Community Health, Public Administration, or related field is required.

Licensed as a Massachusetts Soil Evaluator and Title 5 System Inspector.

A minimum of four years of professional work experience in public health, healthcare, or government at the state, county, or local level is required, although part-time work, internships, and volunteer experience may be used to fulfill a portion of the professional work experience requirement.

Five-plus years of full-time work experience in a local or state public health agency is strongly preferred.

Strong verbal and written communication skills and/or experience with group/meeting facilitation or delivering a presentation to and engaging a diverse group of trainees.

Valid Driver's license required.

Preferred Qualifications:

A master's degree in public health or a related field, and a background in policy development, community engagement, and/or health education attained through either work experience or else a graduate degree in public health, education, or a related field is highly desired.

Credentialing or licensure as a Massachusetts Registered Sanitarian (RS/REHS) or a Certified Health Officer (CHO) is strongly preferred.

Having achieved one or both of those credentials is not required at time of application but if one or more of those credentials are not achieved by time of employment, the achievement of at least one of those credentials will be a requirement of continued employment after a period of 1 year.

Membership and active participation in one or more public health professional associations is desired.

Understanding of commitment to and ability to integrate principles of diversity, cultural competence and cultural humility, as well as the social determinants of health, related to health equity into work and relationships.

Ability to speak Spanish and/or Portuguese preferred.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands described here are representative of those that an employee must meet to successfully perform the job's essential functions. While performing the duties of this job, the employee is frequently required to be mobile and communicate with others and use computer equipment. The employee may be required to lift or move up to 20 pounds. The employee will be required to attend and facilitate events in various locations. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate. Noise levels may increase depending on where work is being performed, as any outdoor applied training and site work may be performed in various weather conditions, including inclement weather. Occasional travel to meetings and other communities is also required.

Qualified individuals are encouraged to apply to the City using this email address: jobs@salem.com. Position is open until a qualified candidate is chosen.

CITY OF SALEM, Human Resources, Lisa B. Cammarata, Director
98 Washington St., 3rd Floor, Salem, Massachusetts 01970

DATED: July 24, 2024

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