

# PUBLIC HEALTH STRATEGIST

## Healthy Food Access Recruitment #2106-4122-001

<b>List Type</b>	Original
<b>Requesting Department</b>	HEALTH DEPARTMENT
<b>Open Date</b>	7/9/2021 11:15:00 AM
<b>Filing Deadline</b>	8/5/2021 11:59:00 PM
<b>HR Analyst</b>	Nola Nelson

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### INTRODUCTION

*The City of Milwaukee is proud to employ a diverse workforce that is committed to providing exemplary service to the City's residents. If you have a passion for being a part of an inclusive team of public servants, please consider the following opportunity.*

*Located on the western shore of Lake Michigan, Milwaukee is an urban hub bursting with energy. Milwaukee provides a casual sophistication – big city appeal without the big city hassles. We are accessible and affordable, and our residents are welcoming. Milwaukee has evolved through the years, bringing together its unsurpassed old world charm with a breathtaking Art Museum, top-flight arts and cultural attractions, professional sports, lakefront festivals, recreational opportunities, and great restaurants.*

### PURPOSE

With the goal of increasing access to and consumption of healthy food among the Supplemental Nutrition Assistance Program Education (SNAP-Ed) target audience, the Public Health Strategist works closely with the Milwaukee Food Council's (MFC's) Healthy Food Access Coordinator in order to support community-based organizations' ability to navigate related local government systems and resources. The Public Health Strategist supports nutrition education programming, community gardens and urban agriculture; healthy food retail support in existing and new businesses; City policy, zoning, and practice; Healthy Food financing initiatives; creation of a community commercial kitchen; and resident leadership and engagement.



### ESSENTIAL FUNCTIONS

#### **WI SNAP-Ed and Healthy Food Access**

- Provide public health program leadership and management expertise, consultation, and technical support to strengthen policies, systems, and community environments that influence health and equity among City of Milwaukee residents.

- Develop and maintain a portfolio of projects related to emerging public health issues focused on systems and policies to increase access to healthy foods and reduce diet-related health disparities.
- Increase access to and consumption of healthy foods among the SNAP-Ed target audience.
- Complete a community food assessment focused on priority areas of the City.
- Gather information and input from food systems stakeholders, with a special emphasis on community residents.
- Use the community food assessments and focus group findings to inform collective action, and policy, systems, and environment strategies.
- Engage partners, develop work plans, coordinate stakeholder meetings, and report progress.
- Develop, maintain, and activate networks and relationships in the community in support of healthy food access activities.
- Communicate activities, events, and updates to internal MHD staff and community stakeholders through regular communication.
- Implement data collection methods and tools to evaluate the effectiveness of healthy food access activities.

#### **Community Engagement and Partnership Development**

- Develop and maintain collaborative relationships with other city departments, state and federal regulatory and funding agencies, medical providers, community-based organizations, advocacy agencies, and academic institutions to coordinate and consult on comprehensive city-wide healthy food access efforts.
- Collaborate with community stakeholders, including other public health professionals, in the development of local strategies to improve health equity and health policy relating to access to healthy foods.
- Identify new community project opportunities that advance the mission of the MHD and address emerging community needs related to food insecurity.
- Conduct health impact, community needs, and capacity assessments.
- Establish new community partnerships, while sustaining current partners, to build relationships with those living in communities with disparate health outcomes to positively impact social determinants of health.
- Contribute to the development of applications for funding to support internal and external health policy and equity initiatives and programs.
- Participate in relevant workgroups, committees, and meetings with other governmental partners.
- Negotiate for the use of community assets and resources through memoranda of understanding (MOUs) and other formal and informal agreements.

#### **Public Health Strategy and Policy**

- Develop options for policies, programs, services, ordinances, resolutions, and legislative positions related to increasing access to and consumption of healthy food among the Supplemental Nutrition Assistance Program Education (SNAP-Ed) target audience.
- Assist in the development of media campaigns to address healthy food access.
- Prepare and provide public presentations related to the public health role, strategy, and impact associated with access to healthy foods.
- Oversee the department's healthy food access portfolio, and coordinate alignment of activities between departmental programs.
- Identify and champion hunger and food security grant opportunities within the organization; write grants, develop budgets, and build new or existing projects through the grants.
- Oversee management of awarded grants (i.e., federal, state, and local) contracts and initiatives.
- Use community input when developing public health policies and programs.
- Evaluate the effectiveness of community engagement strategies on public health policies, programs, and resources.
- Provide analysis of public health policy with particular emphasis on the social determinants of health, including access to healthy foods.

- Present public health information to local, state, and national public health officials and groups, with a focus on health equity and the social determinants of health, including access to healthy foods.

*We welcome qualified individuals with disabilities who are interested in employment and will make reasonable accommodations during the hiring process in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.*

## CONDITIONS OF EMPLOYMENT

- Travel outside the City of Milwaukee, occasionally overnight, for training purposes or for participating in meetings representing the City.
- Carry a mobile device during business hours.
- The Public Health Strategist-Healthy Food Access is considered essential staff during the current public health emergency.

## MINIMUM REQUIREMENTS

1. Bachelor's degree in public health, agriculture, urban planning, public policy, population health, public administration, or a related field from an accredited college or university.
2. Three years of professional experience performing health-related program coordination, coalition coordination, or food-community system management performing duties related to the essential functions listed above.
3. Valid driver's license and access to a properly insured vehicle at time of appointment and throughout employment (mileage reimbursement provided pursuant to Section 350-183 of the Milwaukee Code).

*Equivalent combinations of education and experience may also be considered.*

**IMPORTANT NOTE:** College transcripts are required and must be received by the application period closing date. Transcripts should be attached to your online application or sent via email to [staffinginfo@milwaukee.gov](mailto:staffinginfo@milwaukee.gov). Applications without transcripts attached will be considered incomplete and will be rejected. Unofficial copies are acceptable; however, your transcript must be legible and include your university name, your name, the degree completed (if applicable), and the date completed.

## DESIRABLE QUALIFICATIONS

- Master's degree in a related field as described above from an accredited university.

## KNOWLEDGE, SKILLS, ABILITIES & OTHER CHARACTERISTICS

### Technical

- Knowledge of public health research, evaluation methods, and effective strategies that contribute to the development of a vision for a healthy community.
- Ability to operate programs within budget and contribute to the development of program budgets.
- Ability to provide information for development of contracts and other agreements for programs and services.
- Knowledge of performance management systems for the program and organization.
- Ability to gather information and contribute to developing options for policies, programs, and services.
- Ability to examine the feasibility and geographic implications of policies, programs, and services.
- Ability to use public health informatics to develop, implement, evaluate, and improve policies, programs, and services.
- Ability to use qualitative and quantitative data to determine the factors affecting the health of a community.
- Ability to use performance management systems for development of contracts, MOUs, and other agreements for programs and services.

- Ability to assess future consequences and trends accurately to create competitive and breakthrough strategies and plans.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.
- Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents.
- Knowledge of mathematics and the ability to make accurate calculations relative to statistical and quantitative data.
- Knowledge of and ability to work with computer applications, including database, project management, spreadsheet, and word processing software.

### **Oversight**

- Ability to provide oversight of organizational efforts to achieve and maintain the mission and vision of projects.
- Ability to effectively and efficiently apply management principles related to the development and implementation of community projects and processes.
- Ability to support diverse perspectives in developing, implementing, and evaluating policies, programs, and services that affect the health of a community.
- Ability to develop relationships with individuals and organizations to improve the health of a community.
- Mentorship and training skills; ability to assign duties, set performance standards, provide coaching and training, monitor work in progress, evaluate performance, and make hiring recommendations.
- Ability to foster an environment of inclusion wherein all employees are treated respectfully, are valued for their strengths and feel that they can safely express themselves.

### **Communication**

- Ability to effectively engage and present information to top management, public groups, boards of directors, the media, and legislative bodies.
- Ability to write reports, business correspondence, and policies.
- Ability to effectively present information and respond to questions from groups of managers, staff, and the general public.
- Ability to solicit input from individuals and organizations to improve the health of a community.
- Ability to describe the roles of governmental public health, health care, and other partners in improving the health of a community.
- Ability to present ideas effectively in formal and informal situations.
- Ability to convey thoughts clearly, concisely, and accurately, both inside and outside the organization.

### **Interpersonal and Professional**

- Ability to build and maintain good working relationships with a multi-cultural, multi-disciplinary staff, the public, various City of Milwaukee officials, and other agencies.
- Ability to work cooperatively, effectively and fairly with coworkers and citizens whose backgrounds may differ from one's own.
- Ability to maintain confidentiality.
- Ability to work under pressure and handle multiple and changing priorities.
- Ability to respond quickly and efficiently in a fast-paced environment.
- Ability to represent the department with professionalism, honesty and integrity.
- Highly motivated, self-directed, and well organized.
- Commitment to continuous professional development in public health.

## **CURRENT SALARY**

The current salary range (2IX) is **\$58,462-\$81,844** annually, and the resident incentive salary range for City of Milwaukee residents is **\$60,216-\$84,300** annually. *Appointment above the minimum is possible based upon level of experience and other qualifications and is subject to approval.*

### **BENEFITS**

The City of Milwaukee provides a comprehensive benefit program that includes the following:

- Defined Benefit Pension Plan

- 457 Deferred Compensation Plan
- Health and Dental Insurance
- Comprehensive Wellness Program
- Onsite Clinic Services
- Onsite Employee Assistance Program
- Alternative Work Schedules
- Long Term Disability Insurance
- Group Life Insurance
- Tuition Benefits
- Paid Vacation
- 11 Paid Holidays
- Paid Sick Leave and other paid leaves
- Flexible Spending Arrangement
- Commuter Value Pass

For full details of the benefits offered by the City of Milwaukee, please visit <https://city.milwaukee.gov/der/benefits>.

## SELECTION PROCESS

THE SELECTION PROCESS will be job related and will consist of one or more of the following: education and experience evaluation; written, oral, or performance tests, or other assessment methods. The Department of Employee Relations and the Milwaukee Health Department reserve the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Selection process component weights will be determined by further analysis of the job.

INITIAL FILING DATE - The examination will be held as soon as practical after **Thursday, August 5, 2021**. Receipt of applications may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the City have been met. Qualified applicants will be notified of the date, time, and place of the examination. Unless otherwise required by law, the City of Milwaukee will not provide alternative test administration. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

## ADDITIONAL INFORMATION

- APPLICATIONS and further information may be accessed by visiting, <https://www.jobapscloud.com/MIL/>.
- If you would like assistance completing an application, please contact the Department of Employee Relations at (414) 286-3751 or [staffinginfo@milwaukee.gov](mailto:staffinginfo@milwaukee.gov).
- The Department of Employee Relations is located at City Hall, 200 E. Wells St., Room 706, Milwaukee, WI 53202

## CONCLUSION

EEO 206

*The City of Milwaukee values and encourages diversity and is an equal opportunity employer.*