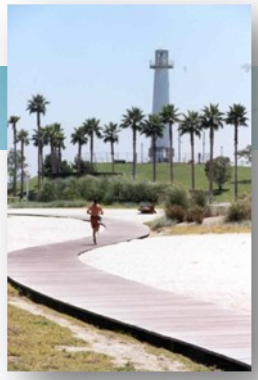
EMPLOYMENT OPPORTUNITY

CITY OF
LONG BEACH

CITY HEALTH OFFICER

HEALTH AND HUMAN SERVICES DEPARTMENT

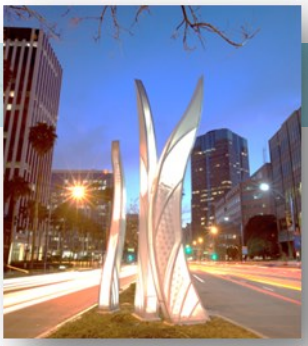
The City of Long Beach is seeking an experienced, collaborative individual who is a licensed public health physician with management experience and is passionate about the health and safety of individuals and communities in our great City. This individual is committed to ensuring the Department is prepared for the ever-changing environment of public health.



THE COMMUNITY

Ideally located on the Pacific Ocean south of Los Angeles, adjacent to Orange County, the City of Long Beach, California (population 462,257) is frequently described as a series of strong, diverse interwoven smaller communities within a large city. Enjoying an ideal Southern California climate, Long Beach is home to an abundance of cultural and recreational options. The Long Beach Convention Center, Aquarium of the Pacific, Queen Mary and the annual Toyota Grand Prix of Long Beach, plus a wide variety of other attractions (two historic ranchos, three marinas, and five golf courses), serve to draw 5.5 million visitors a year. The City is also home to California State University, Long Beach and Long Beach City College. Cal State Long Beach is the second largest university in the state and has consistently ranked among the top best value public colleges in the nation. Serving the K-12 student population, the Long Beach Unified School District consistently ranks among the Top 10 urban school districts in the country. Covering approximately 50 square miles, Long Beach is supported by a wide mix of industries with education, health and social services, manufacturing, retail trade, and professional services comprising the highest representation. While it offers all the amenities of a large metropolis, many say Long Beach has the added benefit of having maintained a strong sense of community and cohesiveness despite its growth. Long Beach is the seventh largest city in California, and celebrates its vibrant diversity. The City has the following ethnic breakdown: 40.8 percent Hispanic, 29.4 percent White, 13.0 percent Black, 12.6 percent Asian, and 4.2 percent all other ethnicities. A superb climate, quality schools, a vibrant downtown, and a wide variety of neighborhoods help make Long Beach one of the most livable communities in the country.

CITY GOVERNMENT



Long Beach is a full-service Charter City governed by nine City Council members who are elected by district and a Mayor that is elected at-large. Elected officials also include the City Attorney, City Auditor, and City Prosecutor. The Council Members and the Mayor are subject to a two-term limit, which allows them to serve for a maximum of eight years. The City Council appoints a City Manager and a City Clerk. The City Manager is responsible for the efficient administration of all City departments, excluding those under the direction of a separately elected official, Board or Commission. In addition to its traditional services, Long Beach maintains one of the world's busiest seaports, which serves as a leading gateway for international trade. The City also has its own full-service commercial airport and is one of only three cities in California with its own Health and Gas & Oil Departments. Long Beach is supported by a total FY2016 budget of approximately $2.7 billion, with the General Fund budget totaling $427 million. More than 5,800 full and part-time employees support municipal operations with the majority being represented by nine employee associations.

HEALTH DEPARTMENT

The Health and Human Services Department has over 300 employees located in nine sites. It operates with a $117 million annual budget, 99% of which comes from Federal, State, County, and private funds. Reporting to the Director are the City Health Officer, 6 bureau managers (Collective Impact & Organizational Operations, Community Health, Environmental Health, Housing Authority, Physician Services, and Policy, Planning and Prevention), Finance and Human Resources. The Director is responsible for the overall administration of the Department. The Department values quality and excellence, innovation, teamwork, and diversity.

THE POSITION

Reporting to the Department Director, the City Health Officer is an at-will management position working closely with staff from across the Department. The City Health Officer participates in policy development and community health planning and provides medical expertise and leadership to the Department and the City of Long Beach. Responsibilities of the City Health Officer include, but are not limited to:

- Enforcing local health orders and ordinances and assuring compliance with the California Health & Safety Codes and statutes. Ensuring compliance with the Americans with Disabilities Act provisions and regulations.
- Ensuring the effectiveness of mandated public health services and core health functions by communicating with local medical providers, public safety officials and other first responders.
- Providing medical consultation and guidance for the City in the event of a disaster and declares a public health emergency in the event of such emergency. Participates in disaster planning citywide.
- Advising and assisting the Department Director, City Manager and the City Council in understanding and developing policies governing City responses to community, environmental and public health. Disseminating and interpreting policies, laws, regulations and government directives regarding medical and public health issues.
- Providing indirect medical supervision of the Department's medical/clinical staff.
- Providing advice, guidance, consultation and policy direction to physicians, laboratories, hospitals, health care providers and the public in the matters relating to diagnosis, investigation, control and prevention of communicable diseases. Networks with other City, County, State and Federal officials regarding communicable disease matters.
- Taking a collaborative systems approach in working with hospitals, local community partners, schools and funders to enhance the Department's efforts and support healthier individuals and communities.
- Presenting to the media and in other public forums regarding public health topics and in response to public health emergencies.

THE IDEAL CANDIDATE

The ideal candidate will demonstrate the following knowledge, skills and abilities:

- Ability to provide leadership and management necessary to address public health concerns.
- Knowledge of principles and practices of public health including current trends in policy, treatment, prevention, education and related issues in a large and diverse urban population and of medicine relating to evaluation, diagnosis and treatment in family planning and communicable disease diagnosis, control and treatment.
- Knowledge of statutes, rules, regulations and local ordinances pertaining to public health, including HIPAA.
- Ability to assess and analyze public health information and community needs.
- Ability to work with the legislative process and establish and maintain a positive rapport with local, State and Federal policy makers, City management and employees, public health providers and the public.
- Ability to understand the impacts of Affordable Care Act and other policies on public health and demonstrating flexibility in the face of the changing landscape of public health.

Experience + Education

1. Must be a licensed physician in the state of California or able to obtain the license by the time of the appointment, preferably supplemented with graduate work in Public Health and a Masters in Public Health.
2. Five years of experience as a public health physician <u>and</u> at least three years of experience managing physicians and other public health professionals.

Professional Attributes

- Engaging, collaborative, facilitative in nature, works well with subordinates, peers, supervisors and the community
- Willing and able to challenge the "status quo" when needed
- Action and results oriented, innovative, strategic, accepts accountability
- Comfortable working in a complex public service organization with rapidly changing issues, needs and challenges
- An active listener and supportive team builder with strong interpersonal and communication skills
- An energetic management style and is willing to be hands-on
- Works constructively in a culturally inclusive work environment and community

SALARY + BENEFITS

Salary for this position is between $170,000-$195,000 annually and is commensurate with work experience. The City's compensation package also encompasses an attractive benefits package that includes:

- **Retirement** – City offers CalPERS with a benefit of 2.5% @ 55 for Classic members or 2% at 62 for new members as defined by PEPRA, subject to the limitations set by PERS. Employee pays the employee portion. The City also participates in Social Security.
- **Vacation** – 12 days (96 hours) after one year of service; 15 days (120 hours) after four years, six months of service; 20 days (160 hours) after 19 years, six months of service.
- **Executive Leave** – Forty (40) hours per year.
- **Sick Leave** – One day (8 hours) earned per month; unlimited accumulation; conversion upon retirement to cash credit toward health and/or dental insurance premiums, or to pension credits.
- **Holidays** – Nine designated holidays per year, plus four floating personal holidays (8 hours per holiday).
- **Monthly Auto Allowance**
- **Health Insurance** – Two plans are available: one HMO, and one PPO plan. The City pays major portion of the premium for employee and dependents.
- **Dental Insurance** – Two dental plans are available for employees and dependents.
- **Life Insurance** – City-paid term life insurance policy equal to three times annual salary to a maximum of $500,000.
- **Disability** – City-paid short-term and long-term disability insurance.
- **Management Physical** – Annual City-paid physical examination.
- **Deferred Compensation** – Available through ICMA Retirement Corporation.
- **Flexible Spending Accounts (FSA)** – Available for health and dependent care expenses.

APPLICATION PROCESS

This recruitment will remain open until filled. To be considered for this opportunity, applicants must submit a resume and cover letter that reflect the scope and level of their current/most recent positions and responsibilities, including salary history. Resumes should be submitted at **LBDHHS-JobApplications@longbeach.gov (please include City Health Officer HE16-46 in the subject line).** Candidates must also complete the supplemental questionnaire.

The City anticipates inviting a smaller group of finalists for further interview in February/March 2016, with an appointment anticipated shortly after, following the completion of thorough reference and background checks. Incomplete applications or candidates who clearly do not meet the minimum requirements of the position will not be considered.

This information is available in an alternative format by request to the Administration Bureau at (562) 570-4009.

EQUAL OPPORTUNITY

The City of Long Beach is an Equal Opportunity Employer and values diversity at all levels of the organization.

In support of the City's Language Access Policy, bilingual skills (Spanish, Khmer and/or Tagalog) are desirable for positions interacting with the public.

Photos courtesy of LB Convention + Visitors Bureau

SUPPLEMENTAL QUESTIONNAIRE

Please submit your written response to the following questions in PDF format. Responses are to be no more than one page per question. Please include your name on all information submitted. The responses submitted will be used as part of the evaluation and selection process.

1. Describe the approach you would take a) to build support and consensus for new public health policies and ordinances in the City and b) to engage hospitals, physicians and other city partners in support of public health efforts.

2. The Department recently underwent an organizational review that outlines a number of recommended changes to the organization. Please discuss how you would effectively lead, manage and support organizational change efforts within the Department.

3. Effective communication at all levels is key to the Health Officer role. Describe your communication style, and what effective communication looks like for you.

4. Describe an undertaking you led that improved effectiveness and/or created new efficiencies. Include a description of the challenges you faced in implementing the efficiencies and describe how you overcame those challenges. What was the outcome of the implementation?