



Our Future Starts  
With *you!*

**POSITION:** Parent Child Health Program Administrator (HELPS)

**DEPARTMENT:** Albany County Department of Health

**SALARY:** \$78,296 In addition to contractual COLA increases, the annual salary of \$78,296 will increase by \$400 on the anniversary date for three years.

**WORK LOCATION & HOURS:** 175 Green Street, Albany, NY 12202, 8:30A-4:30P M-F

**BENEFITS:**

- ▶ Generous Paid Time-Off
- ▶ Health, Dental, Vision and Hearing
- ▶ NYS Retirement System
- ▶ Tuition Reimbursement
- ▶ Work-Life Balance
- ▶ Public Service Loan Forgiveness

**DESCRIPTION:**

This is a leadership position providing oversight, planning and coordination of a Perinatal and Infant Community Health Collaborative (PICHC) initiative. The incumbent is responsible for ensuring PICHC best practice strategies and activities are being implemented to improve county birth outcomes. This involves community coalition building and mobilization of partners to work together to provide a coordinated system of services to address social determinants of health which impact perinatal and infant health, and disparities in those outcomes. General supervision is exercised over staff working on the initiative. Work is performed under the supervision of the Program Director of Parent Child Health. Does related work as required.

**MINIMUM QUALIFICATIONS: EITHER:**

- A. Graduation from an accredited or New York State registered college or university with a Master's degree in Public Health, Education, Nursing, Public Administration or a Human Services related field and two (2) years of community health experience\* including one (1) year in a supervisory or administrative capacity with program oversight; OR,
- B. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Public Health, Education, Nursing, Public Administration or a Human Services related field and four (4) years of community health experience\* including one (1) year in a supervisory or administrative capacity with program oversight.

**NOTE:**

Community health experience shall be defined as experience working with a community-based or public health agency advancing the health and/ or wellbeing of residents.

**Please submit a resume with your application.**

**POINT OF CONTACT FOR INQUIRIES:**

healthjobs@albanycountyny.gov

**Candidates will not have to take an exam for this title.** This is a Hiring Emergency Limited Placement (HELP) Program-designated title. The HELP Program is a temporary program designed to help local government employers address current staffing issues. Traditionally, the titles filled under the HELP Program required job candidates to compete in a competitive exam to be considered for employment. For the duration of the program, this title will be classified as non-competitive and categorized as a "HELP Program" position. At the close of the program, this position will revert to competitive class status. Employees occupying positions filled through the HELP Program will be granted competitive class status without the need to participate in a competitive exam.

