



BENTON COUNTY (OR)
invites applications for the position of:

Tobacco Control and Prevention Policy Analyst

SALARY: \$4,215.47 - \$5,269.33 Monthly
\$50,585.60 - \$63,232.00 Annually

OPENING DATE: 12/01/17

CLOSING DATE: 12/18/17 11:59 PM

POSITION SUMMARY:



The Tobacco Control and Prevention Policy Analyst implements Policy, Systems, and Environmental (PSE) change strategies to prevent chronic disease and promote healthy communities. This includes assessment, program planning, community mobilizing, coalition building and implementing, as well as evaluating the effectiveness of chronic disease prevention and PSE strategies. They provide technical/program expertise to community coalitions and groups and coordinate collaborative prevention and PSE efforts. They secure funding for programs, including developing grant applications and implementing and coordinating grant activities. Additionally, they create, produce and communicate community health assessment and community health improvement plans and all applicable reporting. Specifics depend on area of assignment.

ESSENTIAL FUNCTIONS:

Major Functional Area (MFA)

MFA: Outreach, Community Mobilization, and Coalition Building

Essential Duties:

- Engage and mobilize community members, agencies, leaders and other partners to become champions for assessing and improving health status indicators, health policies, and health equity.
- Implement targeted community education and other evidence-based Policy, Systems, and Environmental (PSE) strategies for evaluating and promoting healthy behaviors and reducing chronic disease, illness, and other health threats.
- Organize and/or participate in local, regional, state coalitions to engage diverse participants as advisors and partners in planning, conducting or advancing PSE strategies.
- Create print material, online communications, visual displays and audio-visual pieces to strategically raise awareness and further community organizing and PSE efforts.

MFA: Program/Policy, Systems, and Environmental Planning, Implementation and Evaluation

Essential Duties:

- Collaborate and coordinate with private and public partners at local and state level to support health status assessment and improvement and to reduce health disparities.
- Convene coalitions and promote collaborations that address identified, high priority community needs.
- Conduct, monitor, and/or provide technical assistance to evaluation, community planning, and PSE review & development process.
- Develop, implement, and monitor population-based assessment, prevention and PSE action plans/strategies.
- Identify and implement mechanisms to integrate effective, evidence based interventions into existing and future population health improvement efforts
- Assist with enforcement of local tobacco-free ordinances and the Oregon Indoor Clean Air Act (OICAA)
- Develop, apply for, monitor and submit reporting for grants, other funding sources, and related contracts.
- Manage data collection, evaluation, and reporting to ensure requirements are met.
- Serve as subject matter expert on current and future programs to internal/external partners and community. Including other counties and agencies.

MFA: Community Assessment**Essential Duties:**

- Engage community members in assessing and evaluating community and/or population-specific needs and health outcomes.
- Develop and implement data collection and analysis activities, utilizing and/or designing appropriate data collection tools and other survey instruments.
- Research and analyze current public health strategies that support prevention, Policy, Systems, and Environmental (PSE) and population level health interventions.
- Interpret, incorporate, and communicate current data and research to the community and policy makers informed by health literacy principles.

MFA: Special Projects**Essential Duties:**

- May oversee, mentor and guide work of graduate and undergraduate student interns and/or program volunteers to support program activities.
- Create and/or contribute to authoring journal articles, media releases, attends professional conferences as a presenter and/or facilitator, and provides training and technical assistance to other groups and organizations.
- Participate as an active member of inter-disciplinary teams, and other health services & county/state/national initiatives to improve and integrate services.

MFA: Other Duties As Assigned**MINIMUM QUALIFICATIONS:**

- Bachelor's degree from an accredited college or university
- 1 year of professional experience in area of assignment.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.co.benton.or.us/>

4077 SW Research Way
Corvallis, OR 97333
541-766-6081

Position #17-102
TOBACCO CONTROL AND PREVENTION POLICY ANALYST
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camille.hughes@co.benton.or.us

Tobacco Control and Prevention Policy Analyst Supplemental Questionnaire

* 1. What is your highest level of education?

- ☐ High school or equivalent
- ☐ Some college
- ☐ Associate's degree
- ☐ Bachelor's degree
- ☐ Master's/Professional

2. How many years of experience do you have working with community public health or tobacco control?

- ☐ None
- ☐ 1 year
- ☐ 2-3 years

* Required Question