



NEW JERSEY DEPARTMENT OF HEALTH NOTICE OF VACANCY

State of New Jersey

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Governors Fellow [Unclassified]		Salary \$75,000	
Posting Number 360-24	Position Number TBD	Number of Positions 1	Posting Period * From: 5/22/2024 To: 6/14/2024
Location: 55 North Willow St. Trenton NJ		Scope of Eligibility/Open to: Applicants who Meet the Requirements	

GENERAL DESCRIPTION

The Department of Health will participate in the Governor’s Fellows Program. The Fellow will work primarily within Division of Local Public Health, with direct supervision from the Assistant Commissioner and the Director of the Office of Local Health Infrastructure (OLHI). Additionally, the Fellow would work closely with senior leaders in the DLPH to be an intra-divisional resource to programs such as the Local Health Liaison Program and the Local Health Workforce Development Program.

The Fellow’s key focuses would align with the goals listed below alongside sample activities:

Strengthen Bi-Directional Communication and Planning with Local Public Health Partners

- Assist in the development, implementation, and evaluation of the Local Health Liaison Program. The Local Health Liaison Program is a newly created program that uses a regional approach to assign DLPH liaisons to local health departments to promote bidirectional communication with DOH and ensure local health departments have the support needed to plan and respond to public health needs. Using feedback gathered from local health departments during statewide local health listening tours, the Fellow will work alongside DLPH leadership to develop and evaluate policies and outreach to DOH and local health partners as this regional support program is launched in New Jersey.

Strengthen the Local Public Health Infrastructure

- Assist with policy planning, outreach and evaluation related to strengthening the local public health infrastructure. Initiatives include collaborating with the New Jersey Association of County and City Health Officials (NJACCHO) and other key stakeholders to modernize policies pertaining to the provision of foundational public health services with the goal of maximizing services and efficiencies. This work will also include policy revision to regulations to support modernization efforts, such as updating local health rules to ensure health equity is embedded in all practices.

Strengthen the Local Public Health Workforce

- Assist with development, implementation, and evaluation of the Local Health Workforce Development Program. The Local Health Workforce Development Program is a newly expanded program that aims to identify local health workforce needs, facilitate local health staffing solutions, increase local health workforce trainings, and strengthen pathways to growing the local health workforce.

Special Skills Useful for Fellow Assigned to DLPH:

Ideally, the Fellow’s background/education would include public health communications, public administration and/or policy planning, workforce development and health equity. The Fellow should have educational or practical experience drafting policy and/or best practices and collaborating with partners. Familiarity with the local public health infrastructure in New Jersey is a plus, but not required. The most important qualities for the Fellow are innovative thinking, ability to listen to and extract key information from local stakeholders, enthusiasm, a commitment to advancing health and workforce equity and the ability to work both independently and as a part of a team.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)



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REQUIREMENTS: Graduation from an accredited college or university with a Master's degree and a combination of established excellence in academics and/or professional achievement; proven leadership ability and potential for further growth; demonstrated commitment to public service; effective written communication skills as demonstrated by writing assignment; evidence of effective teamwork.

NOTE: Applicants may utilize college credits in combination with the indicated experience to meet the job requirements. These credits will be applied on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

LICENSE: Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:
PSTHR@doh.nj.gov
- Mail the required documents to:
**Ann Marie Kopczynski, Director, Human Resources
Human Resources Services
Reference Posting #360-24
New Jersey Department of Health
PO Box 360
Trenton, NJ 08625-0360**

Required documents:

- cover letter
- resume
- completed application, found at:
<http://www.nj.gov/health/forms/dpf-663.pdf>

** Responses received after the closing date MAY be considered if the position is not filled.*



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IMPORTANT NOTES

**State as a Model Employer
of People with Disabilities
(SAME) Applicants:**

If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME program, visit their website at: <https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov, or call CSC at (833) 691-0404.

PHEL Candidates:

If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.

Direct Client Care:

If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.

**New Jersey
First Act:**

In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.

Resume Note:

Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.

Authorization to Work:

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. The State of New Jersey does **not** provide sponsorships for citizenships to the United States.

Note: Newly hired employees must agree to a thorough background check that will include fingerprinting.

The New Jersey Department of Health is an Equal Opportunity Employer.