NEW 6-26-94

OHIO CLASSIFICATION SPECIFICATION Developed for Equal Opportunity	CLASS TITLE: Health Commissioner	CODE: 01071
	MAJOR AGENCIES: General Health Districts	JURISDICTION: County

FUNCTION: Under administrative direction from members of board of health in general health district, ensures enforcement of all laws & regulations under jurisdiction of board, coordinates all clinical health services to be provided, works with staff & other appropriate agencies to determine need, feasibility, planning & programming of all existing & proposed programs & services affecting assigned health district, acts as key public relations spokesperson for department & is responsible for making recommendations concerning personnel matters to board;

-PERFORMS RELATED DUTIES AS REQUIRED

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	74-80	Ensures enforcement of all laws & regulations under jurisdiction of board of health (e.g., administration of programs in communicable diseases, vector control, epidemiology, environmental health services & public health services), coordinates all activities of clinical health services provided to general health district, works with staff & other appropriate agencies to determine need, feasibility, planning & programming of all existing & proposed programs & services affecting general health district & formulates or assists in formulating annual budget.	Knowledge of (1) medicine; dentistry; veterinary medicine; podiatry; chiropractry or public health or related field, (2) fiscal management*, (3) public relations*, (4) Ohio Revised & Administrative Codes pertaining to local public health in Ohio*; ability to (5) deal with large number of variables & determine specific course of action, (6) handle routine & sensitive contacts with other government officials, public, media, civic groups & private organizations.

(*)Developed after employment.

UNUSUAL WORKING CONDITIONS:
Renewal of licensure as mandated by statute.

MINIMUM CLASS REQUIREMENTS (including license, if any.):
Per Section 3709.11 of Revised Code, must be licensed physician, licensed dentist, licensed veterinarian, licensed podiatrist or licensed chiropractor, or hold master's degree in public health or equivalent master's degree in related health field as determined by members of board of health in general health district.

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2	7-13	Serves as key public relations spokesperson for health district.	Knowledge of 1, 3*, 4*; ability to 5, 6.
3	10-16	Prepares reports of activities for board members & ensures preparation & maintenance of records of other staff activities; makes recommendations to board concerning personnel matters (e.g., salary schedules; hiring, promoting & firing of personnel); has board authority to take action in time of public health emergencies.	Knowledge of 1, 2*, 3*, 4*, (7) Ohio civil service laws & rules & collective bargaining/labor relations*; ability to 5, 6, (8) prepare administrative reports & position papers.

(*)Developed after employment.