

JOB OPENING

Vermillion County Health Department has an opening for a full time Health Educator/ Emergency Preparedness Coordinator. This position will be 40 hours a week with benefits. Please send resumes to Vermillion County Health Department, 257 Walnut St Clinton, In 47842. Resumes will be accepted through November 9th.

Responsibilities:

Health Educator assesses the health needs of the community. The educator is responsible to develop programs, materials, and events to teach the community about health topics.

The primary responsibility of the Emergency Preparedness Coordinator is to design, write, and maintain public health emergency response plans, manuals and standard operating procedures by utilizing local, state and federal regulatory guideline and requirements to ensure plans are integrated with emergency response plans of other agencies.

Coordinates, plans and conducts public health related emergency preparedness and response training, periodic disaster drills and exercises with applicable county departments, other government agencies, community agencies involved in public health emergency preparedness and response, as well as the general public.

Other duties will be to meet all grant requirements, and attend training meetings and yearly conferences.

Office duties include: answering phone calls, computer entry, ordering preparedness and health education materials and performs other duties as needed and assigned.

Vermillion County is an equal opportunity employer that is committed to diversity and inclusion in the workplace. We prohibit discrimination and harassment of any kind based on race, color, sex, religion, sexual orientation, national origin, disability, genetic information, pregnancy or any other protected characteristic as outlined by federal, state or local laws.

This policy applies to all employment practices within our organization, including hiring, recruiting, promotion, termination, layoff, recall, leave of absence, compensation, benefits, training, and apprenticeship. Vermillion County makes hiring decisions based solely on qualifications, merits, and business needs at the time.