

State of Washington
 Dept. of Health
 invites applications for the position of:
**Health Services Consultant 3 – Health Equity
 Consultant (DOH3804)**

careers.wa.gov
 Working for Washington State

SALARY: \$4,191.00 - \$5,493.00 Monthly

OPENING DATE: 09/19/17

CLOSING DATE: 10/03/17 11:59 PM

DESCRIPTION:



Health Services Consultant 3 – Health Equity Consultant

About the Position and the Marijuana Prevention and Education Program

The Department of Health works to protect and improve the health of people in Washington State. The **Health Equity Consultant** supports the Department of Health's mission by supporting and collaborating with our partners and stakeholders to enhance the health of individuals, families, and communities. This position directly reports to the Marijuana Prevention and Education Program (MPEP) Manager within the Community Based Prevention (CBP) Section. MPEP exists to implement the Legislative mandate codified in RCW 69.50.540 that requires the Department to create, implement, operate and manage a marijuana education and public health program that contains the following:

- **A marijuana use public health hotline** that provides treatment referrals utilizing evidence-based or research-based public health approaches and does not solely advocate an abstinence-only approach;
- **A grants program for local health agencies** that supports development and implementation of coordination intervention strategies for prevention and reduction of marijuana use by youth; and
- **Media-based education campaigns** across television, internet, radio, print, and out-of-home advertising, separately targeting youth and adults that provide medically and scientifically accurate information about the health and safety risks posed by marijuana use.

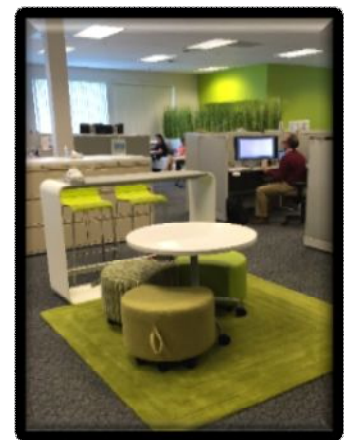
This is a full-time permanent Health Services Consultant 3 (HSC 3). This recruitment may be used to fill other HSC 3 positions within the section.

About DOH and our Employer of Choice Initiatives

Washington State Department of Health (DOH) works with federal, state, tribal, and local partners to help people in Washington stay healthy and safe. Our programs and services help prevent illness and injury, promote healthy places to live and work, provide education to help people make good health decisions and ensure our state is prepared for emergencies. To learn more about the agency, visit [DOH](#) and [DOH Infographic](#).

DOH is a great place to work and has implemented several "Employer of Choice" initiatives, including:

- We are **committed to diversity and inclusion**. DOH fosters an inclusive environment that encourages all employees to bring their authentic selves to work each day. We strive to hire, develop, and retain a competent and diverse workforce that is reflective of the customers we serve.
- We have an engaging **Wellness@Health** program which offers programs that support healthy behaviors and work/life balance. Our program provides wellness education, access to healthy food, physical activity classes, stress relief, and many other resources to support a healthy you.
- We support a **healthy work/life balance** by offering flexible/alternative work schedules, and mobile and telework options. (Depending upon job duties.)
- We are making exciting steps towards **modernizing our workplace** by providing motivating and inspiring workspaces that promote creative thought, innovation, and collaboration among co-workers. ([Click to take the DOH Workplace Modernization Virtual Tour.](#))
- We have an **Infant at Work Program** that is based on the long-term health values of breastfeeding newborns and infant-parent bonding. Eligible employees (depending on job duties and work location) who are new mothers, fathers, or legal guardians can bring their infant (6 weeks to 6 months) when returning to work. ([Click to view KING 5's Drew Mikkelsen reports on the Infant at Work program.](#))



What will you be doing? – Duties include:

- Coordinate the planning, implementation, and evaluation of strategies, activities, and tactics to reduce Marijuana-related disparities.
- Provide consultation to Department of Health and MPEP stakeholders on the existing science base health interventions impacting marijuana use among communities and populations experiencing marijuana related disparities.
- Develop, administer, and manage marijuana prevention and education program contracts with community-based and tribal-related organizations.

- Support the program manager in the formulation of marijuana prevention and other substance use disorders prevention policy recommendations, and in the planning and implementation of related policy initiatives.
- Support program and section work activities to promote health equity. This includes the application of health equity principles when providing guidance and direction and knowledge of how the determinants of health influence the health and wellbeing of specific populations.

What we're looking for:

REQUIRED QUALIFICATIONS: (NOTE: Experience may have been gained concurrently.)

- A Bachelor's degree or higher in public health, behavioral health, health education, public administration, criminal justice, social justice, or related field from an accredited academic institution.
- Three (3) or more years (full-time equivalency) of professional management or consultation experience with attention to the elimination of health related disparities and/or direct work within the field of marijuana or substance use disorder prevention or other related prevention field.
- One (1) or more years (full-time equivalency) of experience in the development and implementation of marijuana or substance abuse disorders prevention related policy initiatives.
- Intermediate-level experience using MS Word and basic-level experience using MS Excel, PowerPoint, and Outlook.

Conditions of Employment/Working Conditions

With or without an accommodation, I am:

- Willing and able to work effectively in an open office environment while sitting and working at a computer for extended periods of time.
- Willing and able to work in a very fast-paced environment with multiple assignments and priority deadlines.
- Willing and able to work in excess of 40 hours per week when necessary to perform the core functions of the position. Standard business hours are Monday – Friday from 8 a.m. to 5 p.m., but the incumbent may be expected to adjust the work schedule to meet business needs.
- Willing and able to travel occasionally, as needed, either alone or with another person, overnight, for several days and/or out of state.
- Willing and able to legally operate a state or privately owned vehicle OR provide alternative transportation while on state business.
- Willing and able to work collaboratively with other state agencies and key partners and with disparately affected priority populations in a culturally appropriate manner.
- Willing and able to work in a tobacco, drug, and alcohol free environment.

- Willing and able to move objects and materials weighing up to 25 pounds.
- Willing and able to participate in emergency response activities and when the Agency Coordination Center is activated.

Note: This position is covered by an "Agency Shop" provision. Therefore, as a condition of employment, the incumbent of this position must either join the union and pay union dues, or pay the union a representational or other fee within 30 days of the date you are placed into pay status.

The Washington State Department of Health (DOH) is an equal opportunity employer. DOH strives to create a working environment that is inclusive and respectful. It is our policy to prohibit discrimination on the basis of race, sex, color, national origin, religion, sexual orientation, gender identity, age, veteran status, political affiliation, genetics, or disability in the recruitment, selection, and hiring of our workforce. Applicants wishing assistance or alternative formats in the process should contact Cher Williams at (360) 236-4545, Cher.Williams@doh.wa.gov or TDD Relay at 1-800-833-6384 or 7-1-1.

Application Process

Individuals interested in applying for this position should select the "Apply" button and submit the following:

1. A current detailed applicant profile; **AND** attach your detailed Letter of Interest that addresses the "Required and Desired Qualifications" (as listed above) and Resume to your profile.
2. Three (3) or more professional references, to be included in your profile. Please include at least one supervisor, peer, and (if you have supervised other staff) a subordinate.
3. Responses to the Supplemental Questions.

IMPORTANT: DO NOT attach transcripts OR other documents that are not requested in the Application Process, or that are password protected. These type of documents cause errors when downloading application materials and will not be forwarded to the hiring supervisor. **VETERANS**, please feel free to attach a copy of your DD214.



[Click here to SUBSCRIBE to Jobs at DOH](#)

SUPPLEMENTAL INFORMATION:

*** Important information regarding the Application Process and the Supplemental Questions**

Only applicants who follow the directions and complete the Application Process and Supplemental Questions in-full will have their responses reviewed for consideration.

NOTE: Education and experience selected, listed and/or detailed in the Supplemental Questions must be verifiable on the detailed applicant profile submitted.

Health Services Consultant 3 – Health Equity Consultant (DOH3804) Supplemental Questionnaire

- * 1. SELECT ONE: How did you learn about this employment opportunity?
- a. Careers.wa.gov site
 - b. DOH Employment site

- c. DOH Employee
 - d. Friend or Acquaintance
 - e. LinkedIn
 - f. Employment Security/WorkSource
 - g. Job Fair – if selected, answer Question 2
 - h. Other – if selected, answer Question 2
2. If you selected "f" or "g" to Question 1: LIST where you learned about this employment opportunity and if it was a Job Fair, the date you attended. (Examples: Job Fair – JBLM, June 30, 2015; OR, Indeed.com, The Journal of Commerce, LinkedIn, Twitter, Facebook, etc.)
- * 3. Are you legally authorized to work in the United States?
- Yes
 - No
- * 4. Will you now or in the future require sponsorship for employment visa status (e.g. H-1B visa status)?
- Yes
 - No
- * 5. All responses and statements in the Applicant Profile and in my responses to the Supplemental Questions that I have submitted to apply for this position are true and complete to the best of my knowledge; and I understand that the state may verify this information and any untruthful or misleading responses are cause for rejection of this application or dismissal from employment.
- Yes
 - No
- * 6. I have read and I understand the Conditions of Employment/Working Conditions that are listed in the job posting and I am willing and able to accept these conditions if offered and accept the position.
- Yes
 - No
- * 7. I have the REQUIRED demonstrated education and experience in the following: (NOTE: Experience may have been gained concurrently. A skills test may be administered.)
- a. A Bachelor's degree or higher in public health, behavioral health, health education, public administration, criminal justice, social justice, or related field from an accredited academic institution.
 - b. Three (3) or more years (full-time equivalency) of professional management or consultation experience with attention to the elimination of health related disparities and/or direct work within the field of marijuana or substance use disorder prevention or other related prevention field.
 - c. One (1) or more years (full-time equivalency) of experience in the development and implementation of marijuana or substance abuse disorders prevention related policy initiatives.
 - d. Using MS Word to create, format and edit tables, columns and charts; import data and sort table data; insert and format sections, and create headers and footers.
 - e. Using MS Excel to create, modify, print, and format spreadsheets, find and replace data, and work with basic formulas and functions.
 - f. Using MS PowerPoint to create, format, edit, and run slide shows.
 - g. Using MS Outlook to compose, send and respond to emails; coordinate schedules and calendar appointments.
 - h. NONE of the above.
8. If you selected "a" to Question 7: DEGREE – LIST your degree, awarding institution, month/year awarded, and complete name that degree was awarded under (for verification purposes) for each degree listed.

* Required Question