

**Internal ☒ / External ☒**  
**23-62**

|                               |  |           |                                     |   |
|-------------------------------|--|-----------|-------------------------------------|---|
| <b>Position:</b>              | <b>PUBLIC HEALTH INSPECTOR</b>   |           | <b>Number of Positions:</b>         | <b>1</b>  |
| <b>Classification:</b>        | TEMPORARY  | NON-UNION | <b>FTE:</b>                         | 1.0 = 35 HOURS PER WEEK   |
| <b>Department:</b>            | CLINICAL SERVICE   |           | <b>Program:</b>                     | INFECTIOUS DISEASES   |
| <b>Location:</b>              | BARRIE   |           | <b>Anticipated Date of Hire:</b>    | JANUARY 2, 2024   |
| <b>Salary Range:</b>          | \$45.19 – \$50.58 HOURLY   |           | <b>Position Duration:</b>           | ANTICIPATED TO LAST UP TO <b>DECEMBER 27, 2024</b> , WHICH MAY BE SUBJECT TO AN EXTENSION IF REQUIRED |
|                               |  |           | <b>Posting Date:</b>                | OCTOBER 25, 2023  |
| <b>Criminal Record Check:</b> | Required <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |           | <b>Vulnerable Sector Screening:</b> | Required <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO                          |

### Purpose of Position:

The Public Health Inspector (PHI) in the Infectious Diseases Program is an integral team member providing infectious disease and infection prevention and control (IPAC) support to community settings. The PHI may conduct IPAC inspections in childcare and personal service settings which includes providing information, direction and/or enforcement activities to eliminate or ameliorate hazardous conditions or be a facility liaison for institutional settings such as acute care, long-term care and retirement homes. In addition, the PHI will conduct case and contact management of diseases of public health significance including outbreak management. The PHI will further support the program and team members by responding to phone calls on the infectious diseases phone line, providing services upon request to external stakeholders, responding to infection prevention and control complaints. On-call coverage will be optional for this position.

PHIs are statutory officials under the Health Protection and Promotion Act and related regulations. Services provided to the community are defined in the Health Protection and Promotion Act and the Ministry of Health's Ontario Public Health Standards: Requirements for Programs, Services and Accountability.

See Public Health Inspector position description for further details of the Public Health Inspector role.

### Responsibilities:

- Actively participate in the delivery of Public Health programs; ensure compliance with regulatory standards & Ontario Public Health Standards related to health protection and promotion, on behalf of the agency.
- Provide public health services based on the principles of health protection, health promotion and disease prevention; offer advice and educational services to encourage community planning and healthy and safe environment; enforce legislation.
- Represent the agency in legal proceedings.
- Contribute to team and agency effectiveness.

**Specific knowledge, skills, abilities:**

- Demonstrated investigative and observational skills;
- Demonstrated oral and written communication skills;
- Demonstrated negotiation and collaboration skills;
- Demonstrated organization and time management skills;
- Demonstrated priority setting skills, and decision-making skills;
- Knowledge of all relevant legislation and standards, including the judicial process as related to environmental and public health;
- Thorough knowledge of infection prevention & control strategies/practices;
- Epidemiological knowledge and skills;
- Proven knowledge and experience in risk assessment, risk management and risk communication;
- Diplomacy and political astuteness;
- Basic skills in Microsoft Word, Excel, PowerPoint and Outlook;
- Valid driver's license and reliable vehicle or the ability to travel in a timely and efficient manner to locations within and outside the health unit district;
- Able to work independently within established parameters and to function effectively as a member of a team.

**Education:**

Bachelor Degree in Applied Science in Environmental Health, or equivalent AND a Certificate in Public Health Inspection (Canada).

**Related Experience:**

- 1-3 year's relevant experience.

**Preference will be given to candidates with the following qualifications which are considered assets in this competition:**

- Certified in Infection Prevention & Control (CIC®) by the Certification Board of Infection Control and Epidemiology, Inc.;
- Previous experience in Public Health Infectious Diseases programming;
- Regular membership with the Canadian Institute of Public Health Inspectors (CIPHI).

**Deadline: 4:00 pm, TUESDAY, OCTOBER 31, 2023**

**This is an internal non-union posting.** External applicants may be considered when the internal recruitment process does not result in a successful internal candidate.

For further details: refer to the **Public Health Inspector** position description.

**For both internal SMDHU applicants and external applicants** interested in applying for this position, please forward your completed application to Human Resources at [hr@smdhu.org](mailto:hr@smdhu.org) referencing posting **#23-62** in the subject line. Your formal application consists of submitting both an up to date résumé and a separate cover letter including specific examples in detail of how you meet the minimum requirements and qualifications of this position.

The cover letter is to clearly identify:

- How your education meets the educational requirements listed.
- Specific examples of how your experience meets the experience requirements listed.
- Specific examples of how your experience meets each of the minimum requirements of the job listed.
- Specific examples of how your education and/or experience meet each of the preferred assets listed in this competition.

Applicants who fail to satisfactorily provide all of the detailed information requested above in their cover letter will be deemed to not meet the minimum job requirements listed in this job posting. Accordingly, their application will not be considered in this competition.

Following submission of your e-mailed cover letter and resume, you will receive a standard reply e-mail confirming your e-mail was received by SMDHU. If you do not receive this confirmation e-mail your electronic application was not received and you will not be considered. Also, if SMDHU's confirmation e-mail is dated/timed after the posting deadline, your application will not be considered as you would have missed the application deadline.

**If selected for an interview, candidates may be assessed through testing and/or by providing a presentation/portfolio highlighting examples of their work that is applicable to the position being applied to.**

Up to date COVID-19 vaccination, as per the SMDHU COVID -19 Vaccination Policy, is an essential requirement of the job. An individual is "up to date" on their vaccinations if they have received all doses recommended by the Ontario Ministry of Health in their primary series of COVID-19 vaccine, including relevant additional doses based on established eligibility criteria. SMDHU is an equal opportunity employer. The possibility of accommodation will be considered during the hiring process.

*The Simcoe Muskoka District Health Unit is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process upon request. Due to the number of qualified applications we receive, only those selected for an interview will be contacted. All candidates must be legally entitled to work in Canada.*