

**Internal / External
24-04**

Position:		ENVIRONMENTAL HEALTH	Number of Positions:		2
STUDENT – RABIES PROGRAM					
Classification:	STUDENT	NON-UNION	FTE:	1.0 = 35 HOURS PER WEEK	
Department:	ENVIRONMENTAL HEALTH		Program:	RABIES	
Location:	BARRIE		Anticipated Date of Hire:	MAY 27, 2024	
Salary Range:	\$20.55 – 21.55 HOURLY		Position Duration:	ANTICIPATED TO LAST UP TO AUGUST 30, 2024, WHICH MAY BE SUBJECT TO AN EXTENSION IF REQUIRED	
			Posting Date:	JANUARY 24, 2024	
Criminal Record Check:	Required <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		Vulnerable Sector Screening:	Required <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
Purpose of Position:					
<p>The Simcoe Muskoka District Health Unit is a public health agency providing services to approximately 500,000 residents in Simcoe Muskoka. Located approximately one hour north of Toronto, in Central Ontario, the region offers beautiful beaches and excellent recreational activities, including hiking and cycling trails, golfing and camping. In addition, we offer an accredited health unit with a reputation as an innovative and dynamic agency committed to professional development. The Simcoe Muskoka District Health Unit is seeking enthusiastic, post-secondary students to work within the Rabies Prevention & Control Program and to support program activities within Environmental Health Department.</p>					
Responsibilities:					
<p>Successful candidates will be working within a team implementing various aspects of the Rabies Prevention & Control Program and supporting program activities within Environmental Health Department for the health unit. The student(s) may be responsible for:</p> <ul style="list-style-type: none"> • Coordinating the collection and submission of animal specimens to laboratories for rabies testing. • Packaging and coordinating the delivery/pick-up of inventory supplies to local veterinarian technicians. • Monitoring and maintenance of program inventory and supplies (vaccine and animal specimen packaging, program resources). • Packaging and delivery of rabies post exposure prophylaxis to hospitals, clinics, and physician offices • Investigation risk assessments, consultations, and follow-up. • Data collection and inputting. • Participation and support for special projects. 					

- Supporting other programs activities within the Environmental Health Department.
- Other duties as assigned.
- Works a varied, pre-arranged schedule typically between 24.5 – 28 hours per week.

Specific knowledge, skills, abilities:

- Valid Class G driver's license and access to reliable vehicle as travel is required throughout Simcoe County and the District of Muskoka.
- Demonstrated strong verbal and written communications skills.
- Strong computer skills with demonstrated competency using Microsoft Office (Microsoft Word, Excel, Microsoft Teams, Outlook).
- Demonstrated ability to work independently and within a team environment.
- Demonstrated strong interpersonal skills.
- Diplomacy and political astuteness.
- Strong organizational and time management skills.
- Strong risk assessment and investigation skills.
- Experience with conflict resolution.

Education:

- Currently enrolled in a university-level Post-Secondary program in one of the following areas of study: environmental, biological or health studies;
- Minimum entering year 2 of a Post-Secondary program.

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

- Enrolled in a CIPHI approved environmental health program.
- Previous related experience with Environmental Health programs.
- Familiarity with Simcoe Muskoka area.

Deadline: 4:00 pm, TUESDAY, FEBRUARY 06, 2024

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 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 referencing posting **#24-04** 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.