



## Granville-Vance District Health Department

W. Rodwell Drake, Jr., MD, Health Director  
Post Office Box 367  
Oxford, North Carolina 27565



Granville County Health Dept.  
101 Hunt Drive  
Oxford, NC 27565  
Phone: (919) 693-2141  
Fax: 919-693-8517

Vance County Health Dept.  
115 Charles Rollins Road  
Henderson, NC 27536  
Phone: (252) 492-7915  
Fax: (252) 492-4219

### Local Health Director Granville-Vance District Health Department

The Granville-Vance District Health Department (GVDHD) is currently accepting applications for the position of Health Director. This position serves as the administrative head of the district health department under the Board of Health supervision. This position also oversees a department of 79 employees with a budget of 5.7 million. The health director responsibilities include the following: Consults with program managers and/or supervising staff concerning program goals and operations - Enforces the rules of the Board of Health and exercises authorities outlined in GS130A-41 - Evaluates program/service activities to ensure compliance with goals objectives, program standards, and quality assurance - Responsible for administration of all programs, including maternal health, child health, family planning, communicable disease control, immunizations, WIC program and environmental health - Prepares and monitors agency budgets and negotiates contracts with service providers - Supervises hiring of Health Department employees - Collaborates with other community agencies to benefit residents of Granville and Vance Counties. The successful applicant is required to have excellent communication skills, positive interpersonal skills, understanding of principles and practice of public health, supervision and personnel management, budget and fiscal accountability.

Qualified applicants must have a medical doctorate; or a master's degree in public health administration and at least one year of employment experience in health programs or health services; or a master's degree in public health discipline other than public health administration and at least three years of employment experience in health programs or health services; or a master's degree in public administration and at least two years experience in health programs or health services; or a master's degree in a field related to public health and at least three years of experience in health program or health services; or a bachelor's degree in public health administration or public administration and at least three years in health programs or health services (Minimum training and experience requirements are in accordance with GS 130A-40 and GS 130-45.5).

The Granville-Vance District Health Department offers competitive benefits, including paid group health insurance, state retirement, paid annual and sick leave, and all state holidays. Other group-rate insurance and savings options, 401(k), and 457 are available.

Person chosen for this position will be expected to live in Granville or Vance County. Pre-employment criminal background check and drug screening required. Qualified applicants should submit cover letter stating salary requirements and a completed state application, along with college transcripts and three work-related reference contacts, to:

Personnel Director  
Granville-Vance District Health Department  
P.O. Box 367  
Oxford, N.C. 27565

Contact the HR Department at (919) 693-2141 for additional information or visit our website at [www.gvdhd.org](http://www.gvdhd.org). State application can be obtained from website.

Closing Date – 12/31/2011

An EOE/AA employer