

Deputy Director
Office of Health Equity
California Department of Public Health

January 2020



The California Department of Public Health (CDPH) is recruiting a strategic executive to lead our CDPH Office of Health Equity.

California's population is the most diverse in the world, including immigrants from sixty countries with over 200 languages spoken or read in the State. CDPH is a state department comprised of over 200 programs and 4000 staff who seek to improve the health and well-being of all Californians. CDPH recognizes that addressing health equity is essential to advance population health. The Office of Health Equity works across CDPH, and with other State Departments and diverse sectors to apply an equity lens to the important work of public health, particularly among historically marginalized populations.

The Deputy Director, Office of Health Equity:

- Provides vision and leadership on strategies that elevate and promote health equity within CDPH's programs and activities
- Manages a team of policy and research specialists with varied areas of focus and expertise within health equity applications and research
- Implements initiatives that build CDPH internal capacity, awareness, and knowledge so that equity is part of our day-to-day work.
- Collaborates with executive leadership of other CDPH Centers and Offices, and the Office of Health Equity Advisory Committee
- Informs the State's *Health in All Policies Task Force* to ensure that work addresses gaps in health status.
- Works closely with key stakeholders across California
- Speaks articulately in public forums about the work of health equity and CDPH priorities; presents to California legislature
- Oversees development and publication of legislatively mandated biannual report.

The Ideal Candidate:

- Exemplifies principles of health equity in leadership style.
- Demonstrated knowledge of and past success in applying health equity concepts to an organization's operations in a meaningful, results-driven way.
- Professional experience with team-building and organizational change management.
- Demonstrated experience in the evaluation of existing and proposed policies to ensure public health strategies are inclusive to close the gap in health status.
- Ability to identify and determine appropriate outreach methods for a wide range of different social and ethnic backgrounds, genders and sexual orientations.

This position reports to the State Public Health Officer/ Director of CDPH.

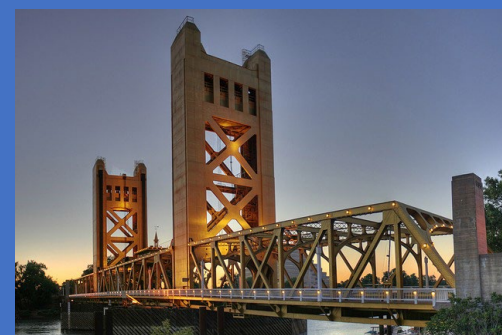
The CDPH is committed to achieving a diverse workforce through application of equal opportunity and nondiscrimination policies in all aspects of employment to create an environment that is welcoming to all individuals.

For additional information on the application process, visit:

<https://www.calcareers.ca.gov/CalHrPublic/Jobs/JobPosting.aspx?JobControlId=188008>



CDPH public health professionals, researchers, scientists, doctors, nurses, and other staff- members have a shared vision to protect and improve the health of all Californians. We are dedicated to public service and passionate about our work and the people and communities we serve and protect.



The position is based in beautiful Sacramento, CA, and within a 90-minute drive from Lake Tahoe, the wine country of Napa, and the Bay Area. The city is surrounded by biking and hiking trails and is perfect for the healthy living enthusiast.

DUTY STATEMENT

Employee Name:

Classification: Deputy Director, Office of Health Equity	Position Number: 580-035-6308-001
Working Title: Deputy Director, Office of Health Equity	Work Location: 1615 Capitol Avenue, Sacramento, CA 95814
Collective Bargaining Unit: E99	Tenure/Time Base: Non-tenure/Full-time
Center/Office/Division: Office of Health Equity	Branch/Section/Unit:

All employees shall possess the general qualifications, as described in California Code of Regulations Title 2, Section 172, which include, but are not limited to integrity, honesty, dependability, thoroughness, accuracy, good judgment, initiative, resourcefulness, and the ability to work cooperatively with others.

This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing) in dealing with the public and/or other employees; develop and maintain knowledge and skill related to specific tasks, methodologies, materials, tools, and equipment; complete assignments in a timely and efficient manner; and, adhere to departmental policies and procedures.

Competencies

The competencies required for this position are found on the classification specification for the classification noted above. Classification specifications are located on the [California Department of Human Resource's Job Descriptions webpage](#).

Job Summary

This position supports the California Department of Public Health's (CDPH) mission and strategic plan by leading, planning and organizing policies and activities designed to reduce and eliminate inequities in the health and mental health status among California's diverse populations. The Deputy Director is responsible for the development of priorities, policies, practices, and implementation of a strategic plan related to reduction and elimination of health disparities and health inequities within specific vulnerable population and affected geographic locations, including racial and ethnic communities, women, persons with disabilities and lesbian, gay, bisexual, transgender and queer communities. The Deputy Director represents CDPH and the Office of Health Equity (OHE) in highly visible and sensitive interactions with health care leaders, community organizationa, professional associations, state departments, local agencies and other community leaders representing diverse populations.

The incumbent works under the administrative direction of the California Department of Public Health Director.

Special Requirements

- Conflict of Interest (COI)
- Background Check and/or Fingerprinting Clearance
- Medical Clearance
- Travel: Up to 20%
- Bilingual: Pass a State written and/or verbal proficiency exam in
- License/Certification:
- Other:

Essential Functions (including percentage of time)

- 30% Lead, supervise and is responsible for the overall program and policy development of OHE initiatives. Develop, implement and monitor a health equity strategic plan focused on vulnerable communities and vulnerable places that will increase awareness of health and mental health disparities, reduce, and eliminate health and mental health disparities and inequities. Liaison with state agencies and departments, community based organizations, local governmental agencies and other entities that address key health determinants, including, but not limited to housing, transportation, planning, education, parks and economic development. Link local efforts with statewide efforts to leverage activities and strategies addressing health and mental health disparities within vulnerable communities to ensure gaps are identified and strategies are implemented to eliminate the gaps. Provide technical assistance to state and local agencies and departments with regard to building organizational capacity, staff training, and facilitating communication to ensure strategies to reduce health and mental health disparities are incorporated.
- 25% Develop and oversee analysis of available data, policies and plans on specific issues affecting vulnerable communities and places. Ensure the use of data to form policies addressing the health inequities and to influence positive health and mental health outcomes faced by the targeted populations. Report the finding of analysis to Directorate and stakeholders. Provide technical consultation and technical assistance to the Directorate and members of the Public Health Executive Management team.
- 25% Participate and/or oversee assigned staff participation in the Health in All Policies Task Force to ensure public health strategies are considered in public policy development to close the gap in health status. Consult with community-based organization and local governmental agencies to ensure that community perspectives and input are included in policies, strategic plans and recommendation and implementation activities.
- 15% Coordinate OHE projects. Identify needs, trends, and services to determine appropriate outreach avenues to reach target populations; produce and disseminate outreach publications and/or activities for use in informing vulnerable target populations. Seek and secure grant funds and other resources to ensure the sustainability of the OHE and its initiatives.
- 5% Develop, oversee and maintain the OHE Advisory Council and other related advisory councils and workgroups. Activities related to staffing the councils and workgroups include recruitment, oversight and coordination of meetings, setting of agendas, and recording the meeting minutes. Perform other duties as assigned by the Director.

Marginal Functions (including percentage of time)

None identified

<p>I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties and have provided a copy of this duty statement to the employee named above.</p>		<p>I have read and understand the duties and requirements listed above, and am able to perform these duties with or without reasonable accommodation. (If you believe reasonable accommodation may be necessary, or if unsure of a need for reasonable accommodation, inform the hiring supervisor.)</p>	
Supervisor's Name:	Date	Employee's Name:	Date
Supervisor's Signature	Date	Employee's Signature	Date
<p>HRB Use Only: Approved By: Lanese Wright</p>	Date 1/10/2020		