



# DUBUQUE COUNTY, IOWA HEALTH DIRECTOR



## EXECUTIVE RECRUITMENT



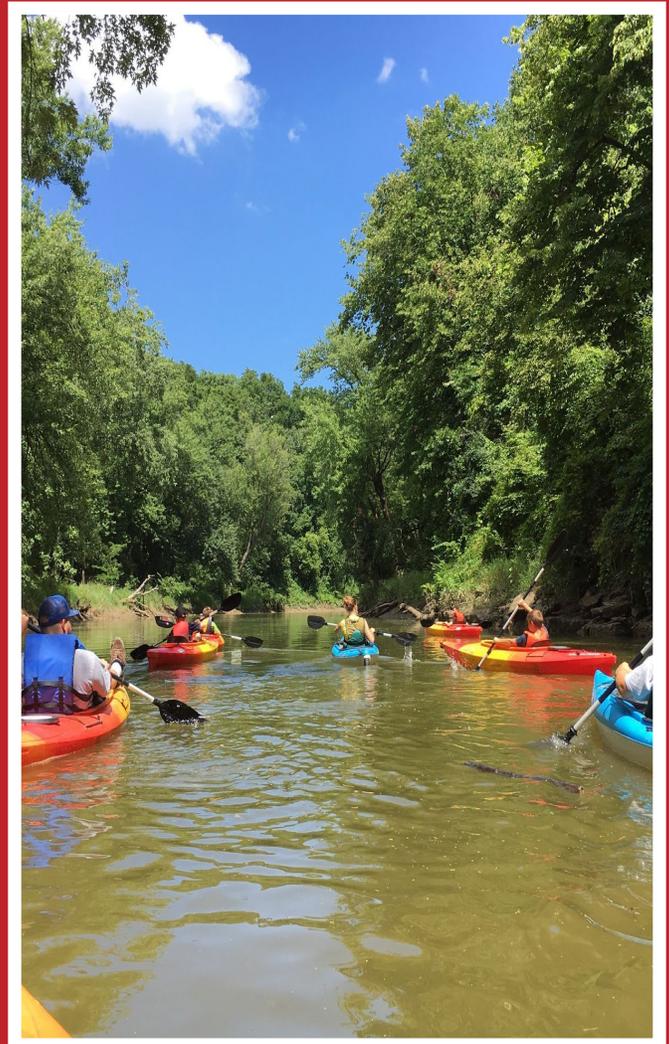
GovHR USA, LLC is pleased to announce the recruitment and selection process for Health Director for Dubuque County, Iowa. Dubuque County is seeking a dynamic professional with strong communication skills for its Health Director (the “Director”) position. Under general direction of the Dubuque County Board of Health (BOH), the Director develops and implements essential public health services to improve the health of all Dubuque County citizens.

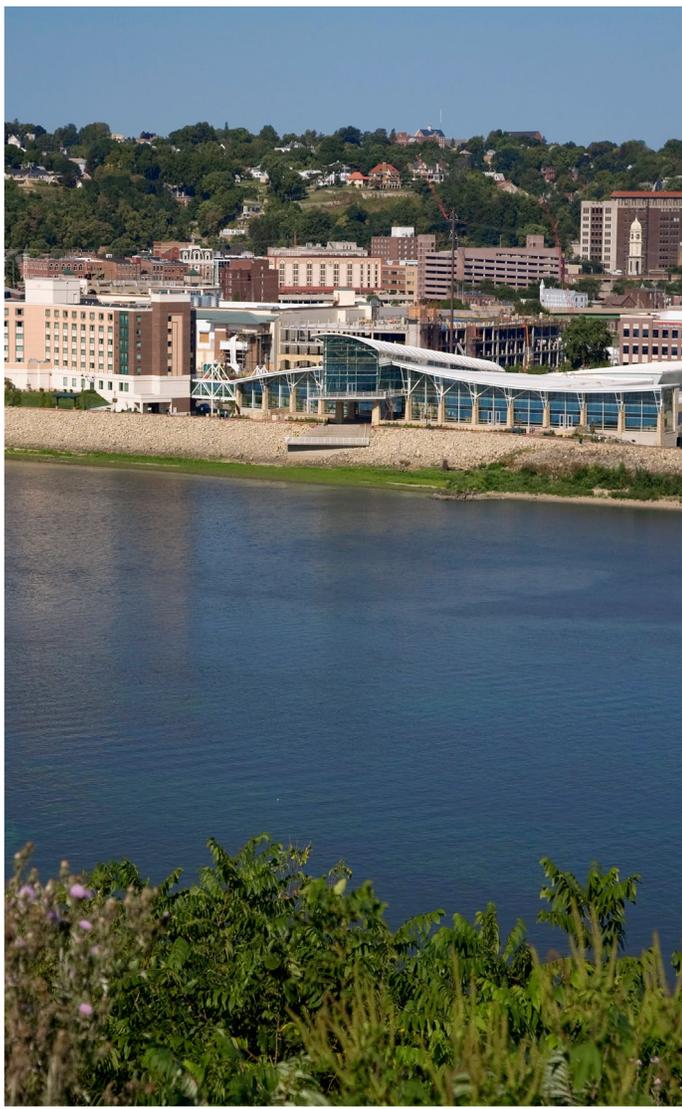
This brochure provides background information on Dubuque County as well as the qualifications for the Health Director’s position. Additional information about Dubuque County can be found on the County’s website: <https://www.dubuquecountyiowa.gov/>

Candidates interested in applying for the position should submit their résumé and cover letter online, along with contact information for five (5) work-related references by May 13, 2022, at [www.GovHRUSA.com](http://www.GovHRUSA.com). Questions regarding this opportunity should be directed to the Executive Recruiters working with Dubuque County:

**GovHR USA**

Maureen Barry, Senior Vice President  
Direct: 847-380-3240, x116





## DUBUQUE COUNTY BY THE NUMBERS\*

Land size: **608 square miles**  
Population (2020): **99,266**  
Households (2020): **38,655**  
Median Household Income (2016-2020, in 2020 dollars): **\$64,493**  
Median Value of Owner-Occupied Housing Units (2016-2020): **\$175,300**  
Bachelor's degree or higher, percent of persons age 25 years+, 2015-2019: **31.4%**  
Households with a broadband internet connection: **85.5%**

Source: U.S. Census Bureau

## THE COUNTY

Located along the Mississippi River bluffs at the junction where Illinois, Iowa and Wisconsin meet, the region known as the Tri-State Area takes great pride in its slogan "Masterpiece on the Mississippi". The city of Dubuque is the oldest city in Iowa and is the core of a metropolitan service area for seven surrounding counties.

Dubuque County is home to a diverse population of approximately 99,266 residents in 21 cities, including Dyersville and Cascade, each equally welcoming places to live, work and raise a family. The County is widely known as a center of manufacturing with an economy that grew rapidly and has since diversified to other areas early in the 21st century. The County has an impressive array of health care, education, tourism, publishing, and financial service options for residents and visitors.

Dubuque is a college town with five higher learning institutions (3 private liberal arts colleges, one community college and a Bible College), including the University of Dubuque. Other higher education options are available in other cities within the county.

Outdoor recreation highlights abound in the county with 40 parks in the city of Dubuque, along with six large trails, two swimming pools and [Bunker Hill Golf Course](#). The Iowa Department of Natural Resources administers 3 park and preserve areas in the county, and 11 additional park and recreation areas are managed by the Dubuque County Conservation Board.

Dubuque County offers plenty of attractions for kids of all ages. [Grand Harbor Resort & Waterpark](#), an indoor waterpark, is located on the banks of the Mississippi River. The resort is within walking distance to the popular [National Mississippi River Museum & Aquarium](#). Nearby boat rides can be taken on the American Lady, offering happy hour and dinner cruises every day from May through October. [Sky Tours at Union Park](#) takes visitors on a two-hour journey among the treetops via zipline. [Crystal Lake Cave](#) features 3,000 feet of well-lit passageways with mineral formations more than two million years old. One of Iowa's most iconic attractions is located in Dyersville – [the Field of Dreams Movie Site](#) – "where reality mixes with fantasy and dreams can come true". Other great destinations include the [Dubuque Arboretum and Botanical Garden](#), [Mines of Spain Recreation Area](#), and more.

Downtown Dubuque offers a host of restaurants, many that are locally owned. More information on things to do and see can be found at: <https://www.traveldubuque.com/>

# THE POSITION IN BRIEF

The Health Director reports directly to the Dubuque County Board of Health (BOH) and directs the Health Department in providing health services to residents in the county not living in the city of Dubuque over a 608 square mile area, including environmental health, public health nursing (contracted), and health education.

The Director coordinates assigned activities with other County departments and outside agencies and provides support to the Board of Health. The Director manages an approximately \$2 million operating budget in addition to about \$370,000 in grants.

The Director currently oversees a department of 3 full-time staff and contracted services. However, in the wake of the COVID-19 pandemic and other vital public health issues, the BOH and the Dubuque County Board of Supervisors are exploring options to grow the size and scope of services offered by the Health Department in the near term.

Some of the position's specific duties include:

- Functions as the spokesperson for the BOH and the Public Health Department for Dubuque County.
- Leads the development of strategic plans and goals of the Public Health Department and BOH.
- Directly manages the performance and development of the staff of the Dubuque County Health Department and directs the relationships / contracts with health service providers.
- Provides fiscal leadership for county health initiatives through the development of a reasonable and sufficient budget.
- Coordinates and advocates for the growth of the department as necessary to meet the public, personal and environmental health needs of the county.

# KEY PROJECTS & CHALLENGES

The new Health Director will continue to manage a collaborative and productive team in achieving better public health outcomes within the community. There are some challenges posed by upcoming projects that offer exciting opportunities.

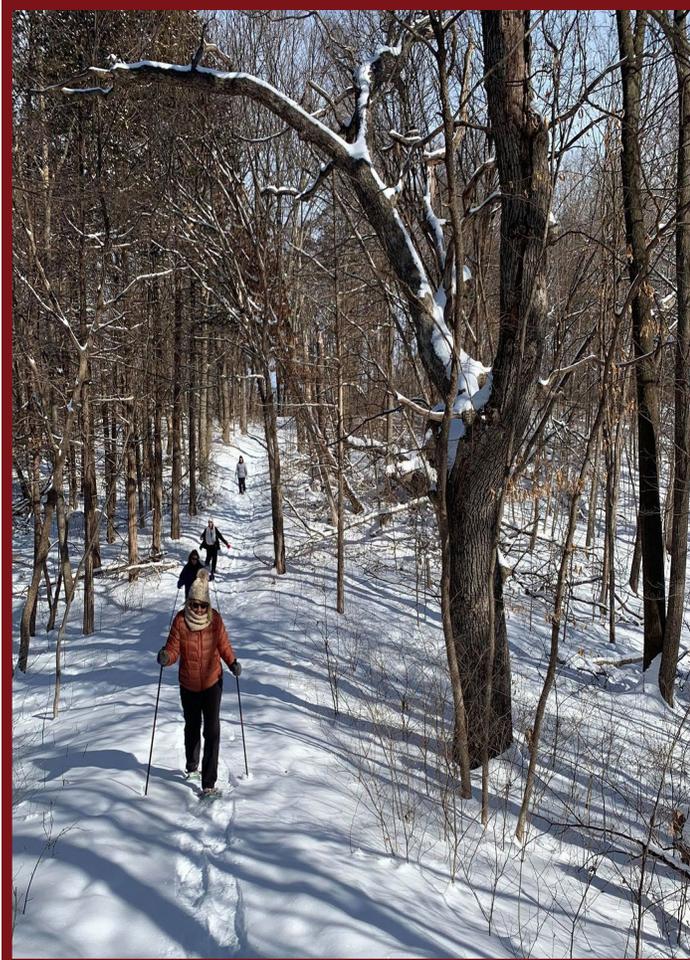
- **COVID-19 Pandemic and Other Emerging Health Issues** – The Health Director will collaborate with internal and external partners on current and emerging public health issues, including coronavirus disease (COVID-19), ensuring that the Dubuque County community area is prepared, protected and informed on important public health matters. Partners include the [Iowa Department of Public Health](#), the [City of Dubuque Health Services Department](#) and neighboring county health authorities, public safety leaders, elected and appointed leaders within Dubuque County and partners at the local and regional medical schools. This position is a key member of the County's public health emergency preparedness efforts.
- **Rural Public Health Needs** – Work with the County Board of Health and other partners and stakeholders to address public health issues commonly seen in rural communities, such as water safety, the effects of poverty, opioid and other substance abuse, homelessness, hunger and healthy food availability, inadequate mental health facility options, migrant influx and addressing the needs of other underserved populations.
- **Expansion of County Health Department Services** – Assist the County Board of Health and the County Board of Supervisors as they undertake a strategic planning process and determine a path to grow the size and scope of services offered by the Health Department in the near and long term.
- **Modernize Technology** – As technology continues to be at the forefront in many organizations, the next Health Director will be able to assist in leading the County's efforts to continue modernizing and streamlining the technology used to provide and access public health information.

# THE HEALTH DEPARTMENT

The Dubuque County Health Department was established in 1968 with a mission to protect, promote, and enhance the health and well-being of all people and the environment in Dubuque County. This is accomplished through:

- Assessment of community and environmental health status, policy, development, and assurance that public health needs are met
- Cultivation of knowledge and behavior conducive to healthy lifestyles
- Focus of resources toward prevention and early intervention
- Leadership and collaboration with other agencies
- Responding to disasters and assisting communities in recovery
- Assuring the quality and accessibility of health services

The Dubuque County Health Department currently subcontracts health and nursing services through the Dubuque Visiting Nurse Association (VNA)



## THE BOARD OF HEALTH

The County Board of Health consists of at least five members, at least one of whom must be licensed as a Doctor of Medicine, or as an osteopathic physician in the State of Iowa. They are appointed for three-year terms by the County Board of Supervisors.

The County Board of Health has jurisdiction over public health matters, except in cities having a population of 25,000 or more who have appointed a board of health (currently only the city of Dubuque).

The Board has the following powers:

- Enforce state health laws and rules of the State Department
- Make and enforce reasonable rules not inconsistent with laws or rule of the State (rules become effective upon approval of the Board of Supervisors)
- Employ such employees as are necessary for efficient discharge of its duties
- Provide reports to the State Department of Health

See documents on the [County's website](#) for more information on the County and the [Health Department](#).

# DUBUQUE COUNTY

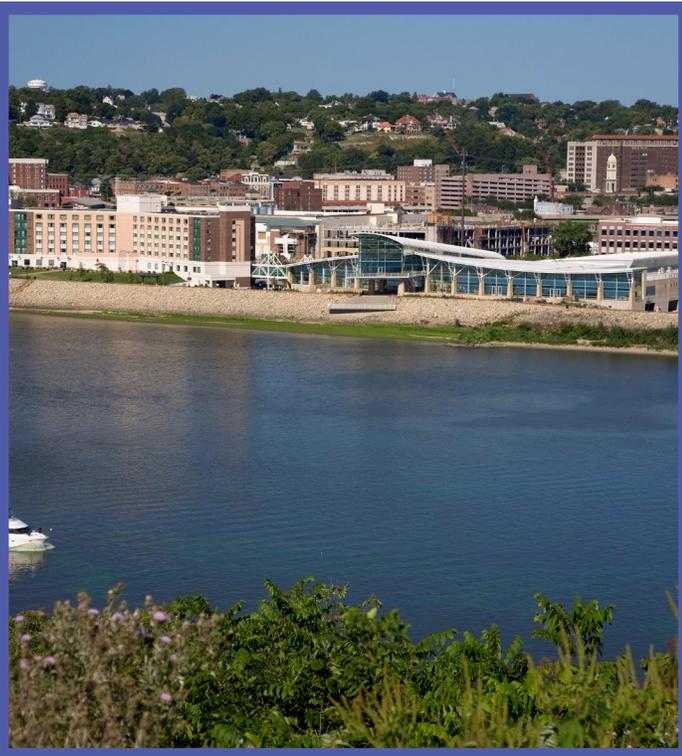
## POSITION REQUIREMENTS

The County Board of Health is seeking an experienced and forward-thinking Director to lead its Health Department team. The successful candidate will have the following:

- Master's degree or higher in public health, health administration or other applicable field from an accredited college or university and experience in a public health program or an equivalent combination of education and experience.
- A bachelor's degree combined with four years of full-time administrative experience, of which at least two years are in public health, may be substituted for a graduate degree. In addition, candidates must have a minimum of two years of full-time administrative experience in public health.
- Must possess a valid driver's license and be insurable under county liability coverage. May be required to use personal vehicle for official business and provide evidence of appropriate auto liability insurance coverage. Background check will be required.
- Must reside in Dubuque County within six (6) months of hire.
- Must complete FEMA National Incident Management System courses as needed.
- Thorough and comprehensive knowledge of Public and Environmental Health, including state and local county laws, rules and regulations relating to community health, environmental protection, disaster planning and communicable disease.
- Interpersonal, organizational leadership, budget and management, and motivational skills are essential, along with strong independent judgment.

## IDEAL CANDIDATE

- Thorough knowledge of Public and Environmental Health.
- Comprehensive knowledge of state and local county laws, rules and regulations relating to community health, environmental protection, disaster planning and communicable disease.
- Ability to plan, develop, motivate and supervise the work of staff.
- Highly effective oral and written skills.
- Ability to delegate the department workload into manageable elements.
- Experience developing, monitoring and administering a budget.
- Ability to facilitate and lead groups to achieve goals and promote positive image for the Dubuque County Health Department.
- Ability to develop and sustain effective working relationships with outside agencies, health services providers and local and state agencies as well as local subcontracting partnering agencies and associates.
- Ability to develop policies consistent with the IDPH and the BOH goals, objectives and legal requirements.
- Skill in grant writing and monitoring.
- Skill in the use of computer systems and common business applications.



# COMPENSATION & BENEFITS

The anticipated starting salary range is \$80,000 - \$110,000 +/- DOQ. A comprehensive benefits package includes participation in the Iowa Public Employees' Retirement System (IPERS), medical, dental, vision and prescription coverage (also available to dependents), life insurance, optional 457 deferred compensation plan, and flex spending. The County also offers paid vacation, holidays and sick leave. Partial remote work schedule options are available.



## HOW TO APPLY

Apply online at [www.govhrusa.com](http://www.govhrusa.com) with a resume, cover letter and contact information for five professional references by May 20, 2022. Questions may be directed to Maureen Barry, Senior Vice President, GovHR USA at 847-380-3240, x116.

**Dubuque County is an Equal Opportunity Employer.**