

DUTY STATEMENT

Employee Name:	Position Number: 580-600-8336-002
Classification: Health Program Specialist II	Tenure/Time Base: Permanent / Full-Time
Working Title: One Health Program Specialist	Work Location: 1500 Capitol Avenue Sacramento, CA 95814
Collective Bargaining Unit: R01	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Center for Environmental Health	Branch/Section/Unit: Environmental Health Support Section

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.

All California Department of Public Health (CDPH) employees perform work that is of the utmost importance, where each employee is important in supporting and promoting an environment of equity, diversity, and inclusivity, essential to the delivery of the department's mission. All employees are valued and should understand that their contributions and the contributions of their team members derive from different cultures, backgrounds, and life experiences, supporting innovations in public health services and programs for California.

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 serving as the One Health Program Specialist, within the Environmental Health Support Section (EHSS) at the Center for Environmental Health (CEH). The incumbent will co-lead high level multi-agency collaboration support for statewide One Health initiatives. This includes coordination with local, state, and federal partners, such as local health and environmental health jurisdictions, California Department of Food and Agriculture (CDFA), California Department of Fish and Wildlife (CDFW), California Environmental Protection Agency (CalEPA), and the U.S. Centers for Disease Control and Prevention (CDC), on key One Health initiatives such as cross-agency planning, research, information sharing and other multi-disciplinary collaborations. The CDPH One Health initiative aims to promote collaboration and application of a multisectoral and trans-disciplinary

approach to achieve optimal outcomes for complex health challenges, recognizing the interconnections between people, animals, plants and their shared environment. Interconnected environmental challenges include pandemics due to zoonotic diseases, antimicrobial resistance, foodborne illnesses, climate change, harmful algal blooms (and other natural toxins), drought, pesticides and contaminants of emerging concern, and many others.

The Health Program Specialist II (HPS II) co-leads efforts to expand statewide implementation of the One Health approach through outreach and education at partner events such as conferences and workshops. The HPS II represents CDPH at meetings with local partners, state and federal officials, and other stakeholders and participates in One Health planning, training, and working groups. The HPS II provides technical assistance and assists with review and development of One Health program materials.

The incumbent works under the general direction of the Environmental Program Manager I (Supervisory) in the Environmental Health Support Section (EHSS).

Special Requirements

- Conflict of Interest (COI)
- Background Check and/or Fingerprinting Clearance
- Medical Clearance
- Travel: Up to approximately 10% in-state travel is required, which may include overnight stay(s).
- Bilingual: Pass a State written and/or verbal proficiency exam in
- License/Certification:
- Other:

Essential Functions (including percentage of time)

- 30% Works closely with the Research Scientist III (Veterinary Sciences) State One Health Lead. Represents the CDPH One Health Program, and coordinates key environmentally focused One Health initiatives that involve CEH, other CDPH programs, other state agencies, and/or other partners. Assists the One Health Lead with strategic planning. Key areas include climate and health, food safety and security, air and water quality, antimicrobial stewardship, zoonotic diseases, risks from hazardous chemicals and radiological contamination, environmental health investigations, environmental justice and equity efforts, and emergency management. Serves as lead or co-lead planner for meetings with national entities such as the CDC, U.S. Food and Drug Administration and U.S Department of Agriculture, other states, California agencies (e.g., CDFA, CDFW, CalEPA), local, and university partners such as UC Davis.
- 25% Provides program administration support, including but not limited to project management, conducting needs and gaps assessments, evaluating, and monitoring One Health program activities, tracking deliverables and reporting progress. Responsible for cross cutting activities for CEH, including grant management and administrative duties. Also provides technical, policy, and procedural recommendations to OH Lead and other senior CDPH staff. Develops policies and planning documents.

- 20% Establishes partnerships with internal and external stakeholders. Collaborates with multidisciplinary stakeholders to promote and advance the One Health approach to environmental public health challenges. Presents and facilitates information sharing at meetings between decision makers at federal, state, and local levels. Travels to meetings and conferences pertaining to One Health as a representative of CDPH and CEH.

- 20% Designs, implements, and evaluates public outreach and health education strategies in support of the One Health approach, including developing training materials for scientific and lay audiences, such as, briefs, newsletters, factsheets, graphics, and other resources to clearly communicate One Health-related data and information. Uses advanced health communication skills, both written and oral, to promote adoption and appropriate utilization of the One Health approach. Exercises proficiency in plain language writing and interpretation of scientific concepts for the lay audience.

Marginal Functions (including percentage of time)

5% Performs other work-related duties as required.

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.

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.)

Supervisor’s Name: Sauda Yerabati	Date	Employee’s Name:	Date
Supervisor’s Signature	Date	Employee’s Signature	Date

HRD Use Only:

Approved By: Nathalia Klyn

Date: 06/18/2024