



## Public Health Program Specialist II

The Illinois Department of Public Health, Office of Health Protection has an opening for a Public Health Program Specialist II within the Division of Infectious Diseases/HIV Prevention and Counseling and Testing Program. This individual will be responsible for conducting multiple activities for HIV positive case follow-up in assuring persons access services and are reported to the Department's Surveillance Program. This position also serves as the Partner Services Coordinator to the HIV Program and provides direct technical assistance to grantees and Local Health Department on Partner Services and tracks cases in a secure data base system for reporting purposes. This position will also assist with monitoring activities of grantee performance progress, reviewing quarterly report submissions and monthly reimbursements and conducting grantee site visits. Provides technical consultation and direction for HIV Prevention service providers that provide HIV counseling and prevention services. This position is based in Springfield, Illinois.

Requirements for this position include knowledge, skill, and mental development equivalent to the completion of four years of college, with courses in health education, physical and biological science; a minimum of two years professional experience in a health education or investigation program in the public or private sector; an extensive knowledge of the theory and practice of HIV/STD prevention and control; extensive knowledge of the HIV/STD reporting laws, rules and regulations. This position requires the ability to travel to and from various field assignments and possession of a valid Illinois driver's license.

The current salary range for this position is \$3,969 – \$5,913 per month

### TO APPLY

- 1) Download the Central Management Services (CMS) Employment Application (CMS-100) @ [www.work.illinois.gov](http://www.work.illinois.gov);
- 2) Complete the employment application indicating Public Health Program Specialist 2 as the position title; and
- 3) Mail directly to:

Tracy Chrans, HR Specialist  
Illinois Department of Public Health - HR Department  
535 W. Jefferson Street, 4<sup>th</sup> Floor  
Springfield, IL 62761  
(217) 785-2031, [dph.hrrecruiter@illinois.gov](mailto:dph.hrrecruiter@illinois.gov)

*For more information on the Illinois Department of Public Health and our offices  
visit our website @ [www.dph.illinois.gov](http://www.dph.illinois.gov)*

Like us on Facebook @ [www.facebook.com/IDPH.illinois](https://www.facebook.com/IDPH.illinois) Follow us on Twitter @ [www.twitter.com/IDPH](https://www.twitter.com/IDPH)