Looking for work that matters?
We're hiring! Join our team.

DeKalb PUBLIC HEALTH

We are Accepting Applications for the Following Position:
Environmental Health County Manager (10267)

Founded in the 1920s and headquartered in Decatur, GA, the DeKalb Public Health works to protect, promote and improve the health and well-being of all DeKalb County residents.

Our vision is for a healthier DeKalb where all residents have equitable access to public health resources and live healthy lives. If you have a passion for people and are looking to make an impact on the health of the community, we invite you to join our team! For more information about our agency please visit dekalbpublichealth.com.

POSTING DATE: 11/04/2026 **APPLICATION DEADLINE:** 12/04/2026

EXCEPTIONAL BENEFITS INCLUDE:

- 13 Paid Holidays
- 3 Weeks Annual Leave
- 3 Weeks Sick Leave
- Flexible Schedules within our core working hours of M-F 8:15am-5pm
- Pension Plan
- Employer 401K Match
- Payroll Deductible Health Benefits
- Payroll Deductible Flex Benefits
- Flexible Spending Accounts
- Worksite Wellness
- Diverse Workforce
- Opportunities for Growth
- Hybrid teleworking option for eligible positions after probation

LOCATION: **Richardson Health Center**
DIVISION/DEPARTMENT: **Environmental Health**

SALARY INFORMATION: **$65,843.44 Annually / Pay Grade N / Job Code RCM010**

DUTIES: Under broad supervision, directs, manages, and evaluates countywide environmental health programs and personnel within the Division of Environmental Health. Provides leadership and oversight of regulatory, permitting, inspection, enforcement, and public health protection activities while ensuring compliance with applicable local, state, and federal laws, regulations, and policies. Serves as a technical expert, program administrator, and liaison to governmental agencies, regulated industries, community stakeholders, and the public.

Essential Duties and Responsibilities

Program Administration and Leadership

- Directs, plans, develops, implements, and evaluates countywide environmental health programs and services, which may include retail food service, onsite sewage management, and vector control.
- Develops, reviews, updates, and implements program policies, procedures, and standard operating procedures (SOPs).
- Evaluates program performance, goals, and objectives and implements improvements to promote effective service delivery, operational efficiency, and regulatory compliance.
- Assists with strategic planning, program development, resource allocation, and the establishment of program priorities.
- Monitors program operations to ensure consistent service delivery and adherence to established standards.

Regulatory Compliance and Enforcement

- Interprets, applies, and enforces applicable local, state, and federal environmental health laws, regulations, codes, and policies.
- Directs and oversees plan reviews, permitting, inspections, monitoring, complaint investigations, and enforcement activities involving retail food service operations and other assigned environmental health programs.
- Oversees administrative and legal enforcement actions, as appropriate, to address violations and protect public health.
- Ensures consistent application of regulatory requirements, inspection standards, and compliance procedures across environmental health programs.
- Provides guidance on complex regulatory matters and assists staff in resolving compliance issues.

Staff Management and Development

- Supervises and manages a team of approximately three to four Environmental Health Specialists.
- Provides leadership, training, mentoring, performance feedback, and daily work direction to assigned personnel.
- Conducts performance evaluations and establishes expectations for employee performance and professional development.

- Oversees staff development, continuing education, and in-service training activities.
- Participates in recruitment, selection, employee discipline, and other personnel management activities.
- Promotes accountability, teamwork, professional conduct, and consistent application of program standards.

Public Health Response and Investigations

- Oversees investigations involving foodborne illness outbreaks, disease transmission, and other environmental health incidents.
- Directs responses to environmental health emergencies, public health hazards, environmental nuisances, and citizen complaints.
- Coordinates response activities with public health officials, healthcare providers, emergency management agencies, and state and federal partners.
- Provides technical guidance and administrative oversight during environmental health incidents requiring coordinated public health intervention.
- Ensures appropriate documentation, follow-up, and resolution of environmental health investigations.

Technical Consultation and Stakeholder Engagement

- Provides technical guidance, regulatory interpretation, and professional consultation on environmental health matters.
- Serves as a technical expert and advisor to staff, local governments, state and federal agencies, regulated industries, consultants, and the public.
- Represents the Division before community organizations, professional associations, governmental bodies, committees, and public meetings.
- Develops and maintains effective working relationships with internal and external stakeholders.
- Communicates regulatory requirements, program expectations, and public health recommendations to diverse audiences.

Administrative Responsibilities

- Oversees environmental health inspection, permitting, reporting, and data management systems.
- Reviews and prepares program reports, recommendations, presentations, correspondence, and other administrative documents.
- Monitors program activities and documentation to support operational accountability and regulatory compliance.
- Performs other related duties as assigned.

Required Knowledge, Skills, and Abilities
Knowledge

- Thorough knowledge of environmental health programs, regulatory processes, and public health protection principles.
- Thorough knowledge of applicable environmental health laws, regulations, codes, policies, and enforcement procedures.
- Comprehensive knowledge of management, supervision, strategic planning, and program evaluation.
- Knowledge of public health emergency response, outbreak investigation, and risk communication practices.
- Knowledge of environmental health inspection, permitting, monitoring, and compliance activities.

Skills and Abilities

- Ability to interpret and apply complex laws, regulations, policies, and technical standards.
- Ability to analyze complex problems, develop effective solutions, and make sound administrative and operational decisions.
- Ability to plan, organize, direct, and evaluate environmental health programs and personnel.
- Ability to promote compliance with public health laws, regulations, and established standards.
- Ability to communicate effectively with diverse audiences, including governmental officials, regulated entities, professional organizations, employees, and the public.
- Ability to establish and maintain effective working relationships with employees, community partners, public health officials, and other stakeholders.
- Ability to interact effectively and professionally with individuals from diverse cultural, socioeconomic, educational, racial, ethnic, and professional backgrounds.
- Ability to manage competing priorities, exercise sound judgment, and maintain accountability for program performance.

MINIMUM QUALIFICATIONS: Bachelor's degree from an accredited college or university in Environmental Science, Biology, Chemistry, Geology, Engineering (Agricultural, Chemical, Civil, Environmental, Mechanical, or Sanitary), or a closely related field.

- Four (4) years of professional experience in environmental health, environmental enforcement, environmental protection, environmental monitoring, environmental research, or a related regulatory field.
- Reliable personal vehicle, valid driver's license, and ability to travel throughout the county as required.

PREFERRED QUALIFICATIONS: Experience administering environmental health programs, regulatory compliance activities, and enforcement actions.

- Three (3) or more years of supervisory or management experience in environmental health or public health regulatory programs.
- Registration as a Registered Environmental Health Specialist (REHS) or Registered Sanitarian (RS).
- Certified Retail Food Safety Manager (CFSM or CFPM).
- Standardized Food Service Establishment Inspection Officer (Standardized) or Standardized Food Service Establishment Training and Inspection Officer (District Standard Trainer).
- Completion of CDC's Vector Control for Environmental Health Professionals (VCEHP) Training.
- Certified Septic Level 2 Inspector.

Working Environment
Work is performed primarily in an office and field environment within the county. The position requires frequent interaction with employees, regulated businesses, government agencies, community partners, and members of the public. Field responsibilities may include visits to food service establishments, onsite sewage systems, and other environmental health sites.
The work may involve exposure to outdoor weather conditions, potentially hazardous environments, infectious or communicable diseases, chemicals, pests, and other environmental health hazards. May require occasional evening, weekend, or emergency response duties based on operational needs.
The position requires the ability to travel throughout the county, conduct site visits and inspections, attend meetings, and respond to environmental health incidents as necessary. Employees must be able to perform the essential functions of the position with or without reasonable accommodation.

NOTE: Employment with DeKalb Public Health is not complete or official until applicants meet all pre-employment requirements. If this position requires a college degree and you are selected for an interview, you will be required to submit official transcripts to the Human Resources Department prior to any official offer of employment.

Not every applicant will receive an interview and only those selected for an interview will be notified. We have the right to close any position at any time.

Fingerprint Criminal Records Investigation Is Required

ALL APPLICANTS MUST APPLY FOR THIS POSITION & COMPLETE APPLICATION IN: ”Career Opportunities” at **www.dph.georgia.gov**

If you require accommodations under the American Disability Act (ADA), email request by the closing date of this announcement to: Brittany.leslie@dph.ga.gov

DEKALB PUBLIC HEALTH IS AN EQUAL OPPORTUNITY EMPLOYER.