

Orange County Mosquito and Vector Control District

DIRECTOR OF SCIENTIFIC TECHNICAL SERVICES

Salary range: \$103,958 to \$129,126



ABOUT THE AGENCY

The Orange County Mosquito and Vector Control District (District) is an independent special district dedicated to protecting public health by controlling rats, flies, mosquitoes, Red Imported Fire Ants and other vector related problems. The District was founded in 1947 with the mission to educate and protect Orange County from vectors and to prevent vector-borne diseases in an environmentally responsible manner.

The Operation of the District is overseen by a District Manager and a Board of Trustees comprised of 35 members, each appointed by their city of residence (34) with one member representing the County. The District has a full-time staff of 68 employees and a seasonal staff of approximately 70 employees that assist in the day to day operations.





ABOUT THE POSITION

The Director of Scientific Technical Services is an executive management level class, which oversees all functions of the department including, vector management and vector-related disease surveillance, and fosters cooperative working relationships with intergovernmental and regulatory agencies and various public and private groups.

The incumbent is expected to exercise independent judgment and initiative in establishing efficient and effective departmental operations consistent with District policies and administrative guidelines.

SUPERVISION

Receives direction from the District Manager. Exercises direct supervision over technical and administrative support staff.

EDUCATION & EXPERIENCE

Any combination of training and experience that would provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the required qualifications would be:

- Equivalent to a bachelor's degree from an accredited college or university with major coursework in entomology, zoology, biology or a related field, masters degree desired.
- Five (5) years of experience managing an environmental or health protection program.

LICENSES & CERTIFICATIONS

- Possession of, or ability to obtain, certification in Public Health Vector Control Categories A – D, as required by the California Department of Public Health, within one year of appointment and maintained throughout employment with the District.
- Possession of, or ability to obtain, a valid California driver's license by time of appointment.

EXAMPLES OF DUTIES

Essential functions include but are not limited to the following:

- Manages department programs, services, and activities including County-wide surveillance of vector-borne diseases, identification, and suppression.
- Interprets and enforces state and local environmental health laws to eliminate, mitigate, and prevent vector-borne diseases.
- Manages staff and programs such as disease surveillance, abatement and enforcement activities related to disease control, and arthropod/ectoparasite recovery and identification.
- Coordinates with the Public Health Department, County officials and federal, state, regional, and local government agencies.
- Monitors regulations and laws related to assigned areas of responsibilities.
- Reviews scientific journals, research and technical reports relating to the management of vector-borne disease programs.
- Monitors changes in laws, regulations, and technology that may affect District or departmental operations; enforces safety regulations; implements policy and procedural changes as required.
- Attends and participates in professional group meetings.
- Develops department's annual budget for staffing, equipment, materials, and supplies; approves expenditures.
- Responds to difficult and sensitive public inquiries and complaints and assists with resolutions and alternative recommendations.
- Ensures staff observe and comply with all District and mandated safety rules, regulations, and protocols.

DESIRED QUALIFICATIONS

- Ability to lead and manage people in accordance with the District's mission and values.
- Knowledge in program development, goal setting, and performance reviews.
- Experience in developing policies, procedures, and training.
- Ability to prepare professional reports and correspondence.
- Knowledge of customer service and conflict resolution principles.
- Experience in a disease surveillance program and in integrated vector management programs.
- Ability to understand research methods and analysis techniques.
- Ability to apply scientific principals in developing programs.



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Benefits Highlights For Executive Management Employees

CALPERS RETIREMENT: 2% @ 60 “Classic” Members; 2% @ 62 “PEPRA” Members

MEDICAL, DENTAL & VISION: \$1050 to \$1770 monthly allowance for Medical, Dental and Vision premiums, opt out \$950 per month

HOLIDAY: Eleven (11) holidays designated; Two (2) Floating Holidays (18 hours)

EXECUTIVE LEAVE: 49 hours of executive leave per calendar year

VACTION LEAVE: Three (3) to five (5) weeks per year dependent on length of service

SICK LEAVE: 96 hours per calendar year

AUTO ALLOWANCE: \$400 per month

457 DEFERRED COMPENSATION: District will match employee’s contribution up to \$150 per pay period

LIFE & ACCIDENTAL DEATH & DISMEMBERMENT INSURANCE: District paid Basic \$100,000 coverage. Voluntary Life Insurance options are available

DISABILITY: Short-Term and Long-Term Disability plans. District paid premiums covers 60% of monthly salary

Contact:
Tina Pacific
Human Resources Manager
(714)971-2421
tpacific@ocvector.org