

FELLOW

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibilities for assisting in a variety of public health activities to support the local health department. The incumbent will augment the health department capacity to respond to current and emerging public health emergencies. This position is part of the NYS Public Health Corps Fellowship Program and the incumbent will serve a term of one to two years. The work is performed under direct supervision of a higher-level Technical or Professional employee who provides training and advisory assistance as needed. A Fellow does related work as required.

TYPICAL WORK ACTIVITIES:

- Provides assistance in epidemiology;
- Gathers data for our community health assessment and community health improvement plan;
- Assists in gathering material from partners to prepare to apply for re-accreditation;
- Performs GIS mapping;
- Assists with COVID-19 public health response;
- Updates and creates health related content for social media accounts;
- Assists in the tabulation and analysis of data;
- May assist in research activities.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL

CHARACTERISTICS: Working knowledge of public health principles and practices; Knowledge of GIS mapping programs; Knowledge of modern office technology; Ability to read maps and drawings; Ability to establish and maintain effective working relationships with others; Ability to organize and maintain accurate records and files; Physical condition sufficient to perform the essential functions of the position.

MINIMUM QUALIFICATIONS:

Fellows may have a high school diploma with documented experience, however, preferred applicants will have completed a related Associate or Bachelor's Degree or be within one semester of completing their degree.

CATTARAUGUS COUNTY CIVIL SERVICE

Adopted: 11/24/2021