

SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT

2215 North 2200 West
Salt Lake City, Utah 84116-1108
Telephone: 801-355-9221
www.slcmad.org



Job Posting

Education Specialist (Safety Officer & Public Information Officer)

2022

Ary Faraji, PhD
Executive Director

Gregory S. White, PhD
Assistant Director

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Posting Date: 8 March 2022

Closing Date: 1 April 2022

Expected Start Date: 1 May 2022

The Salt Lake City Mosquito Abatement District (SLCMAD) is a local governmental entity serving the citizens of Salt Lake City. Our mission is the enhancement of health and quality of life through the suppression of mosquito transmitted diseases and the reduction of annoyance levels caused by mosquitoes. Research on the biology and control of mosquitoes and mosquito-borne diseases plays an integral role in fulfilling this mission. We are seeking a highly motivated individual to assist the District in fulfilling our mission.

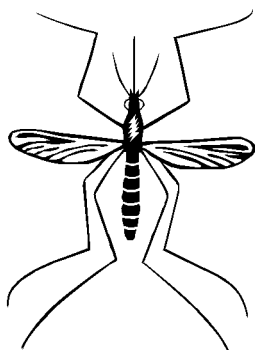
Responsibilities: Assists the District in conducting day-to-day operations; responsible for public outreach and all educational programs for the District; performs educational presentations, with special emphasis on core science development for 4-6 graders; will also act as an Outreach Coordinator and Public Information Officer for the District, assisting with community events and media relations to promote public awareness of the District's mission, activities, and function. As Safety Officer, is responsible for monitoring and assessing hazardous and unsafe situations and developing measures to assure personnel safety; will assist in ensuring compliance and acquisition/implementation of personal protective equipment; will perform/assist with other work and/or tasks as needed or requested; reports to Assistant Director. The Education Specialist is a full-time employee hired on a salaried basis.

Required skills and abilities: Must have a thorough knowledge of the scope and subject of mosquito surveillance/control, as related to IMM; demonstrated ability to supervise the work of others and capability to effectively and cooperatively work with superiors, colleagues, academics, and the general public; general computer skills and understanding of databases; must have a valid driver's license and meet all aspects of the District's job description (available upon request) for this position.

Beneficial Skills: Previous experience in mosquito control and/or working experience in a related field; general knowledge of child and adult educational practices, vector ecology/biology, and pesticide applications/calibrations. Refer to Education Specialist job description.

Benefits: Annual salary commensurate with experience; family health insurance; state retirement; 401(k) plan; generous vacation/sick leave.

Contact: Please contact Ary Faraji (ary@slcmad.org) for further information and application packet.



JOB DESCRIPTION

8 March 2022



EDUCATION SPECIALIST (SAFETY OFFICER & PUBLIC INFORMATION OFFICER)

Definition:

Under direction, the Education Specialist is responsible for public outreach and all educational programs for the District. Performs educational presentations primarily for K through 8th grade (high school and college may also be incorporated), with special emphasis on core science development for 4-6 graders. Will also act as an Outreach Coordinator and Public Information Officer for the District, assisting with community events and media relations to promote public awareness of the District's mission, activities, and function. As Safety Officer, is responsible for monitoring and assessing hazardous and unsafe situations and developing measures to assure personnel safety. Will perform presentations and demonstrations for all personnel on safety matters and assist in ensuring compliance and acquisition/implementation of personal protective equipment. Will perform/assist with other work and/or tasks as needed or requested. Reports directly to Assistant Director or Executive Director. The Education Specialist (Safety Officer & Public Information Officer) is a full-time employee hired on a salaried basis.

Characteristics:

Wide knowledge of the District's entire program and area; working knowledge of the problems and techniques of vector surveillance and control operations used by the District, including the use of insecticides, record keeping procedures, safety precautions, and effectiveness of the different types of spray applications under various conditions; general knowledge of vector biology and ecology; ability to organize and conduct vector control field operations and to instruct and provide leadership with subordinates; ability to keep and compile records and prepare reports; ability to work cooperatively and effectively with other employees, counterparts, and the public and to evaluate situations accurately and adopt an effective course of action; ability to design and deliver classroom presentations for children and/or adults; ability to confidently and accurately educate and/or speak about District operations to the general public and media.

Examples of Duties:

The following tasks are typical and may vary depending upon the assignment. These are not to be construed as exclusive or all inclusive. Other tasks within the scope of experience and capability may be required and assigned.

1. Develops, organizes, and coordinates the public education program about general entomology, mosquito biology/ecology, public health, and prevention and control of mosquitoes and mosquito-borne diseases;
2. Develops and designs age-appropriate curriculum for the targeted student's age level;
3. Conducts presentations on mosquito surveillance and control topics to a variety of public agencies, associations, and organizations;
4. Coordinates with public and private schools in the Salt Lake City area for scheduling presentations;
5. Coordinates with Salt Lake City, Salt Lake County, and various other organizations (Libraries, Health Departments, Senior/Civic Centers, Home Owner Associations, Clubs, etc.) to conduct presentations on mosquitoes, mosquito-borne diseases, and mosquito surveillance/control;
6. Creates and/or updates educational brochures, posters, newsletters, websites, and special reports as needed;
7. Assists in the instruction of new employees in scope of responsibilities and duties and operating policies of the District as it applies to field operations; provides on-the-job training in techniques and methods of inspection and spraying and in safety procedures and precautions;
8. Attends training sessions, reads District manuals and otherwise keeps informed of policies and procedures; keeps Executive Director informed of progress and problems;
9. Develops training information for staff and seasonal employees;
10. Assists with new employee orientation and/or training;
11. Advises and instructs on various safety-related topics; ensures compliance and/or development of occupational health and safety policies and programs;
12. Performs safety related training sessions on a regular basis and maintains the Districts safety records;
13. Conducts risk assessment and helps enforce preventative measures;
14. Reviews policies/procedures and updates according to legislation or District need;
15. Assists District Executive Director and others with media interviews and news releases;

16. Establishes, develops, and maintains contact with media, professional and civic organizations and other special interest groups to promote District programs;

17. Performs other duties as assigned.

Minimum Qualifications:

Listed below are some typical ways a person can obtain the required education, experience, knowledge and abilities to perform the responsibilities and tasks of the position. Equivalent combinations of training and experience may be considered qualifying at the sole discretion of the District.

Education equivalent to a four-year college degree, Bachelor of Science, or appropriate work experience which will develop a level of achievement and literacy equivalent to a Bachelor of Science degree.

Possession of a valid Utah driver's license (must obtain license within 30 days of hiring if out of state) and must meet minimum requirements to be insurable with the District's insurance carrier; must maintain valid license and insurability throughout employment.

Possession of a Utah Non-Commercial Pesticide Applicator License (or must obtain license within three months of hiring); must maintain certificate throughout employment.

Physical Demands and Working Conditions:

The position of Education Specialist will require work that is varied in nature, including indoor office and off-site education work, and occasional physical work. Must be physically able and willing to do heavy physical labor, i.e., the ability to carry a backpack sprayer with a 4-gallon load while walking over uneven terrain in rubberized boots. Outdoor physical work includes, but is not limited to, occasional field work/visits traversing uneven ground such as fields, dirt banks, stream banks, rice fields, and shallow ponds. Incumbent may be exposed to pesticides, chemicals, diseases, and other health hazards; inclement weather conditions including extreme heat and cold, and/or verbal confrontations from members of the public. The incumbent may be required to work nonstandard work schedule including evenings, weekends, and holidays. Incumbent will be expected to perform overtime or maintain a flexible work schedule during times when mosquitoes are most active.

The Education Specialist will need to be able to perform the following essential duties and functions of the position, such as regularly sitting at a desk and in meetings for long periods of time; ability to periodically wear a respirator or other safety related equipment; periodically push, pull or lift up to fifty (50) pounds; periodically assist in lifting objects in excess of 60 pounds; regular writing and typing; regular use of office equipment.