

*Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.*

## JOB ANNOUNCEMENT

**Two - 20 HOUR POSITIONS WITH BENEFITS**

**Must be available to work: Mon, Tue, Thur, Fri – 8 am - 5 pm; Wed -- 9:30 am - 6:30 pm**

**POSITION: (One) LACTATION SUPPORT SPECIALIST III - WIC**

Posting# 5622-0916md

**(One) Lactation Support Specialist II (5623) may underfill as a LSSI (5624)**

### REQUIRED ATTACHMENTS TO APPLICATION:

- College transcripts and/or diploma if related to position - internet printouts & photocopies are acceptable
- Required licensure

**SALARY RANGE: Step 20-32; \$14.73 - \$19.46** Salary Range for I/II Step 10 - 26; \$11.66 - \$16.91

**OPENING DATE:** September 8, 2016

**CLOSING DATE: September 22, 2016**

*The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months*

**For additional information for LSS III see the job description at - - <http://www.utahcounty.gov/jobs>**

### JOB SUMMARY:

Performs lactation support work in providing breastfeeding information and specialized assistance by telephone or in person to women that are pregnant or breastfeeding. Works under general supervision of the Division Director-WIC and the Breastfeeding Coordinator in providing training and assistance to Lactation Support Specialist I/II's and requires considerable knowledge of lactation issues and techniques as well as the policies, procedures, and laws effecting the work. Incumbents in this classification have successfully completed an approved Certified Lactation Educator (CLE) course.

### LSSIII DUTIES INCLUDE:

**Responds** to clients with high risk breastfeeding questions and issues such as those with special needs (i.e. Down's Syndrome, cleft pallet, premature birth).

**Oversees** and monitors the inventory of breastfeeding pumps and other supplies at assigned clinics; conducts monthly checks by reconciling pump issuance logs against pumps physically present at clinic; researches logs, client records, and pump lending agreements in order to resolve discrepancies.

**Orders** needed supplies and pumps from state WIC.

**Serves** as lead worker; provides training and assistance to Lactation Support Specialists I/II's; monitors performance of assigned employees and provides input for performance evaluations and/or additional training.

**Presents** at monthly in-service meetings as assigned; assists Breastfeeding Coordinator with planning and preparing for World Breastfeeding Month and special projects.

### LSSIII EVALUATION AND SELECTION FACTORS INCLUDE:

**Working Knowledge of:** supervisory and training techniques.

**Considerable Knowledge of:** high risk lactation management problems and situations and their solutions.

**Skill in:** identifying, resolving, and providing counseling on high risk breastfeeding problems.

**Ability to:** train and lead others; organize and maintain an inventory of equipment and supplies; identify and resolve issues relating to the accounting for, and the distribution of, equipment.

**REQUIREMENTS FOR EMPLOYMENT:** *Selected applicants shall be strongly encouraged to receive immunizations according to the Center for Disease Control and/or County Health Department Policy.*

**LSSIII:** High school diploma or equivalent and two (2) years of lactation/breastfeeding support *work* experience OR a bachelor's degree in nutrition, health promotion or other public health field and six (6) months of lactation/breastfeeding support *work* experience.

**LSSII:** High school diploma or equivalent and one (1) year of lactation/breastfeeding support *work* experience OR a bachelor's degree in nutrition, health promotion or other public health field and six (6) months of lactation experience.

**LSSI:** High school diploma or equivalent and six (6) months of lactation experience.

**Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.**

**LICENSURE/CERTIFICATIONS:**

Applicant must possess a current valid driver’s license and obtain a valid State of Utah driver’s license within 60 days of employment. **Applicant for Lactation Support Specialist III / II** must possess Certified Lactation Educator (CLE) certification through an approved course. Incumbent must complete training required to maintain certification.

**EXAMINATION/SELECTION PROCESS:** Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Personnel Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Personnel Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Personnel Department reserves the right to call only the most qualified applicants to any of the examinations.

UTAH COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER

