

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

ORAL HEALTH CONSULTANT

POSITION CODE: 30317
Effective: 6-16-01

DISTINGUISHING FEATURES OF WORK:

Under general supervision, trains and assists local health departments, private/public health partnerships, and oral health care organizations for the development, implementation and evaluation of programs to improve the oral health of the public; participates as an active member in coalitions; assists with special projects and grant development to aid in improving the state oral health program. Travels extensively throughout assigned region, to central office, as well as other areas of state as needs arise.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Maintains fluoride surveillance of community water systems in compliance with mandatory water fluoridation statute; analyzes and reports water system fluoridation status through cooperation with EPA and local health departments.
2. Offers consultation, technical assistance and evaluation to local health departments regarding Division of Oral Health grants requirements and management; maintains close working relationships with local health departments and communities as assigned; seeks opportunities to provide consultation regarding state oral health programs within local communities.
3. Promotes ongoing and comprehensive oral health education programs for school children by providing consultation, initiating fluoride mouth rinse programs; supplying toothbrushes, mouth rinse, and educational materials as adjuncts to oral health programs; advises in such matters as dental sealants, protective mouthguards, and dental emergencies; promotes dental exams as noted in School Code 27-8.
4. Offers assistance to health service areas; well child and WIC clinics; migrant labor, day care facilities, long-term care facilities, facilities for individuals with developmental disabilities, Head Start centers, and social service facilities; assists with locating resources and assuring oral health care services are provided.
5. Conducts ongoing demographic analyses to assist communities to identify and analyze oral health professional manpower needs; consults with communities regarding oral health care needs, promoting and assisting with assessment and planning projects.

ORAL HEALTH CONSULTANT (Continued)

6. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to a bachelor's degree in public health or a related field plus two years of dental hygiene experience in public health or a related field.

Requires possession of an Illinois license as a Registered Dental Hygienist.

Knowledges, Skills and Abilities

Requires extensive knowledge of the principles and practices of preventive oral health.

Requires extensive knowledge of trends, recent research and other developments in oral public health.

Requires extensive knowledge of educational techniques and organizational skills.

Requires working knowledge of funding sources for oral health and disease prevention programs.

Requires an extensive knowledge of the operations of state and local oral health agencies.

Requires an extensive knowledge of public health principals.

Requires ability to plan, organize and implement oral health programs administered by the department.

Requires ability to gain and maintain satisfactory working relationships with local educators and health professionals.

Requires ability to communicate orally, and in writing.

Requires ability to write and monitor grants, and access available resources for alternative program funding.

Requires possession of an appropriate valid driver's license.