



**Division Chief (Senior Public Service Administrator, Option 6)  
Office of Women's Health & Family Services  
Division of Maternal, Child & Family Health Services  
Chicago, IL**

The Illinois Department of Public Health seeks a qualified candidate to serve as the Division Chief for the Office of Women's Health & Family Services (OWHFS), within the Division of Maternal, Child & Family Health Services (MCFHS). The Division Chief (SPSA, Opt 6) performs a full range of highly responsible functions and plans, organizes, directs and evaluates activities for the division; provides oversight to existing MCFHS programs including the Maternal and Child Health (MCH) Title V Block Grant Programs and is responsible for the development of new programs and initiatives that affect the health and quality of life of Illinois women and children. The Division Chief develops and implements policies impacting women's health and programs on a statewide basis; and serves as a line supervisor to subordinate staff.

This is a leadership position that requires excellent organizational, communication and interpersonal skills. Requirements include knowledge, skill and mental development equivalent to the completion of four years college; requires four years progressively responsible administrative experience in a public health program; requires thorough knowledge of agency programs and service objectives, activities and operational systems; requires extensive knowledge of agency policies and procedures. This position requires the ability to develop and manage a major federal program. Requires the ability to travel.

Relocation costs will not be paid.

The current salary range for this position is \$4,295 - \$12,128 per month

**TO APPLY:**

- 1) Download the Central Management Services (CMS) Employment Application (CMS-100) @ [www.work.illinois.gov](http://www.work.illinois.gov);
- 2) Complete the employment application indicating **Division Chief (SPSA, Opt 6), (OWHFS/MCFHS)** as the position title, and;
- 3) **MAIL DIRECTLY TO:**

Carla Finley, HR Specialist  
Illinois Department of Public Health - HR Department  
535 W. Jefferson Street, 4<sup>th</sup> Floor  
Springfield, IL 62761  
(217) 785-2031, [dph.hrrecruiter@illinois.gov](mailto:dph.hrrecruiter@illinois.gov)

For more information on the Illinois Department of Public Health and our offices  
visit our website @ [www.dph.illinois.gov](http://www.dph.illinois.gov)

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IDPH is an equal opportunity employer committed to a diverse workforce. In compliance with the American's with Disabilities Act and the Illinois Human Rights Act, state agencies must ensure that the employment process is accessible to persons with disabilities. Specifically, these laws require that the state provide reasonable accommodations upon request by individuals participating in all steps of the employment process. This includes the State of Illinois interview process.