

Environmental Health Competency Set

Prepare Iowa Learning Management System

www.prepareiowa.com

This competency set is primarily for local environmental health practitioners.

The 58 competency statements that comprise this set are built from the National Environmental Health Association's May 2001 publication, "Environmental Health Competency Project: Recommendations for Core Competencies for Local Environmental Practitioners". The set outlined in the Prepare Iowa learning management system was developed in summer 2004 with input from staff of the Environmental Health Division at the Iowa Department of Public Health as well as local environmental health practitioners in Iowa.

These competency statements are general in nature and do not address the technical skills, knowledge or attitudes that environmental health specialists may need to demonstrate at the local level.

There are 14 core competency groups (roles) that are organized around the three primary functions of an environmental health program -- assessment, management and communications. These competencies define the work for local level environmental health practitioners. It is recommended that an environmental practitioner assess themselves in all 14 groups/roles.

Information Gathering (n=3)

Competencies

Name	Description
EH IGA Credible Information Sources	Identify credible scientific sources of information.
EH IGB Resource Identification	Identify who (individuals and organizations/agencies) to contact if you can't find information that you need.
EH IGC Information Utilization	Identify and use journals, reference books, regulations, etc.

Data Analysis and Interpretation (n=4)

Competencies

Name	Description
EH DAIA Research Translation	Read and summarize research or technical papers and translate them into everyday language.
EH DAIB Data Analysis	Analyze data generated using descriptive statistics (including percent, median, mean, and mode).
EH DAIC Research Method Description	Identify and describe basic research methods.
EH DAID Communicate Data Results	Communicate results of data collection and measurement to peers, the public, and your local Board of Health.

Evaluation (n=3)

Competencies

Name	Description
EH EVA Identify Evaluation Tools	Identify evaluation tools for environmental health programs.
EH EVB Write Measure And Goals	Write performance measures and program goals.
EH EVC Evaluate Program Effectiveness	Evaluate the effectiveness of an environmental health program.

Problem Solving (n=4)

Competencies

Name	Description
EH PSA Questioning For Problems	Identify and address problems through effective questioning.
EH PSB Problem Description	Describe a problem through clear communication methods.
EH PSC Solutions To Problems	Identify and describe multiple solutions to an environmental health problem.

EH PSD Problem Solving Team	Participate as a member of a problem solving team.
-----------------------------	--

Economic And Political Issues (n=4)

Competencies

Name	Description
EH EPIA Fiscal And Political Implications	Recognize the impact of money and politics on decisions made by the individual, the community, and your organization.
EH EPIB Impact Of History	Understand the local history of the area that you serve and discuss how environmental health programs were/are impacted.
EH EPIC Regulation Enforcement	Enforce regulations equitably and consistently, but with an awareness of the political realities of your work.
EH EPID Political Information	Identify and use information regarding local, state, or national political issues that may impact environmental health either directly or indirectly.

Organizational Knowledge and Behavior (n=4)

Competencies

Name	Description
EH OKBA Organizational Operations	Describe how your organization operates, who is in charge of what, how things get changed, who the key decision-makers are, etc.
EH OKBB Promotion Of Environmental Health	Use organizational priorities to promote environmental health.
EH OKBC Environmental Health Priorities In Agency	Understand how your environmental health program priorities fit within your agency mission and vision statement.
EH OKBD Vision/Mission Writing	Write a vision and mission statement for your department.

Project Management (n=5)

Competencies

Name	Description
EH PMA Grant Writing	Write a grant application.
EH PMB Funding Identification	Identify outside funding sources.
EH PMC Time Management	Use good time management skills.
EH PMD Prioritize Internal Issues	Identify and prioritize the needs/issues of your department.
EH PME Effective Budgeting	Provide effective environmental health services within budget constraints.

Computer and Information Technology (n=4)

Competencies

Name	Description
EH CITA Word Processing Software	Utilize a word processing software program.
EH CITB PowerPoint Presentations	Develop a PowerPoint presentation.
EH CITC Data Entry	Perform all necessary computer based data entry required by your position.
EH CITD Spreadsheet Software	Utilize a spreadsheet software program (e.g., Microsoft Excel).

Reporting, Documentation and Record-Keeping (n=4)

Competencies

Name	Description
EH RDRA Hazard Documentation	Document effectively an environmental health hazard through the use of photos, field notes, and written reports.
EH RDRB Record Maintenance	Establish and maintain organized, accurate, and up-to-date files and records (electronic and/or hard copy).

EH RDRC Write-up Inspections	Demonstrate ability to write-up a thorough inspection report.
EH RDRD Produce Reports	Produce an activity report.

Collaboration (n=3)

Competencies

Name	Description
EH CLA Facilitation	Facilitate a group meeting.
EH CLB Collaboration Relationships	Identify, develop, and maintain relationships with potential community collaborators.
EH CLC Collaboration Contributions	Identify what you can bring to each collaboration in terms of time, personnel, equipment, and resources.

Education (n=6)

Competencies

Name	Description
EH EDA Public Speaking	Speak in front of various groups of people comfortably.
EH EDB Core Function/TES Application	Apply the core functions and ten essential services to the practice of environmental health.
EH EDC Hazards Consequences	Provide education on potential consequences of hazards during routine inspections.
EH EDD Continual Learning	Participate in continuing education activities to stay current with emerging issues and new information available in the field of environmental health.
EH EDE Prevention Education	Use prevention information/messages in as many teaching moments as possible.
EH EDG Utilize Healthy Iowans	Identify and discuss major elements of the Healthy Iowans 2010 document.

Communication (n=7)

Competencies

Name	Description
EH CMA Listen Effectively	Listen effectively to others.
EH CMB Timely Communication	Handle all communication in a timely and professional manner including emails, phone calls, visits, letters, etc.
EH CMC Education via Presentation	Identify presentation opportunities in the community to provide education on various aspects of environmental health.
EH CMD Risk Communication	Use risk communication techniques.
EH CME Communication Style	Ability to use an assertive communication style.
EH CMF Nonverbal Communication	Identify your own nonverbal communication as well as the nonverbal communication of those around you.
EH CMG Effective Speaking	Demonstrate effective public speaking.

Conflict Resolution (n=4)

Competencies

Name	Description
EH CRA Conflict Management	Demonstrate ability to maintain your own emotions when in the middle of a conflict.
EH CRB Problem Symptoms	Identify the focus of the problem and separate that from the symptoms of the problem.
EH CRC Negotiation	Ability to identify the willingness of the parties involved to negotiate and then promote that willingness.
EH CRD Respect Diversity	Exhibit and demonstrate a respect for diversity.

Marketing (n=3)

Competencies

Name	Description
EH MKA Brochure Development	Design and produce a brochure or informational handout.
EH MKB Media Interaction	Interact (talk) comfortably with the media.
EH MKC Environmental Health Role	Effectively describe the role of environmental health as necessary in providing for everyone's health.