



## MISSISSIPPI STATE DEPARTMENT OF HEALTH

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### **Occupant Protection Coordinator**

Under the supervision of the Occupant Protection State Director, the Occupant Protection Coordinator serves as the project coordinator for the Child Passenger Safety (CPS) program, which primarily involves performing duties as a Certified CPS Technician and Instructor within the Injury and Violence Prevention Bureau. This role will be required to maintain the certification as a Child Passenger Safety Technician and a Child Passenger Safety Instructor

Duties include but are not limited to daily installations of child passenger safety seats; Submit operational and grant reports as requested by the Occupant Protection State Director; build capacity and collaboration with state and community stakeholders; provide technical assistance to state and community stakeholders; maintain consistent inventory tracking and budget management; Compile and verify delivery of car/booster seat orders; teach CPS courses; Disseminate information on CPS best practices; Complete other duties as assigned by the Occupant Protection State Director.

**Annual Salary Range:** \$43,509.31 - \$57,105.97

**Location(s):** (1) Hinds County

**Qualifications:** A Bachelor's Degree from an accredited four-year college or university in epidemiology, public health, statistics, biostatistics, health planning, or health care administration; 5-7 years of experience directly related to the described duties.

**Special Experience:** Employment must have been in a professional capacity in an area of work related to the functional responsibility of the division in which the position exists. In those divisions where registered specialists provide the primary source of functional and technical knowledge for planning and accomplishing the mission of the division, the incumbent may also be required to be registered and experienced in that profession.

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