

# 2025-26 Texas Public Health Fellowship



Texas Department of State  
Health Services

Fellowship Name: Food Service Compliance Assistance and Operator Engagement Fellowship

## Fellowship Details

**Host Site Organization Name:** City of Plano Environmental Health & Sustainability Department

**Host Site Division/Program:** Environmental Health Division

**Host Site/Fellowship Location:** 1520 K Avenue, Suite 210, Plano, Texas, 75074

**Host Site Workplace Setting:** 100% onsite/in-person

**Workplace Setting Description:** N/A

**Public Health Core Disciplines:** Environmental Health Sciences Epidemiology

**Primary Fellowship Focus/Topics:** Facility Inspection (Food and Pool) Community Engagement

## Fellowship Overview

### **Host Site Mission**

The Environmental Health Division's mission is to ensure food and recreational water safety by establishing a culture of compliance, education, and partnerships. This mission is accomplished through on-site inspections, education, open communication, and prosperous partnerships with operators.

### **Fellowship Projects**

Updating and developing educational and training material for the department website. Provide onsite operator education and training. Explore the division's possible outreach platforms, such as Media Applications, Facebook, etc. Assist with planning outreach events (Food Safety Summit, Food Safety Council Meetings) Self-Assessment and Verification of FDA Voluntary Standard 7 Creation of a program pairing operators that need assistance with the necessary resources.

### **Fellowship Deliverables**

Development and improvement of material for the Active Managerial Control Program Creation of material that will be used to improve food safety operations Introduction of media outlets/opportunities to increase the flow of information Coordination of outreach events (Set dates, find locations, create budget, advertising, and agendas)

### **Fellowship Activities/Responsibilities**

The fellow will be responsible for updating the division website information and analyzing and improving user data. They will also be assigned food facilities to inspect. Additionally, they will be responsible for compliance with FDA Voluntary Standard 7. The fellow will receive the same training as environmental health specialists and a formal training record. This training will include the following topics to ensure they have the tools to complete the deliverables successfully: The fellow will be taught how to conduct food establishment inspections for fixed and mobile facilities. This training includes education on the FDA Food Code and documentation training. They will be introduced to plan reviews for food establishments and foodborne illness investigations, reporting, and sampling procedures. Fellows will learn how to create lesson plans and present them to target groups. The division will also provide training on the FDA Voluntary Standards. A Certified Pool Operator Certification and commercial pool inspection procedures will be conducted. Data analysis for every aspect of each program will also be a skill the fellow will gain during the program.

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## Salary and Benefits

**Annual Salary:** \$55,000

The fellow will NOT be eligible for City of Plano employee benefits.

## Travel

**Percent Travel:** 5%

**Travel Description:**

Local travel will be required in the Dallas-Fort Worth Metroplex Area to attend TEHA Meetings and other education opportunities. Individuals in our department are offered the chance to attend the yearly NEHA AEC or the TEHA Conference. The NEHA AEC in 2025 will be in Phoenix, Arizona, and the TEHA Conference will be in central Texas.

## Required Applicant Qualifications

*(The following qualifications are REQUIRED. Do NOT apply to this position unless you currently meet or plan to meet these requirements by the start of the Fellowship, June 1, 2025.)*

**Required certification/license:**

No requirement

**Ability to Speak in Spanish:**

No Requirement

**Ability to Write in Spanish:**

No Requirement

## Preferred Educational Qualifications

*(The following preferences are guidelines provided by the Host Site. These are NOT requirements. Host Sites prefer that applicants have completed or are currently working toward these.)*

**Preferred Level of Education:** Bachelor's degree

## Preferred Specialized and Technical Skills

*(The following skills will be a focus during this Fellowship position. If you have or are interested in developing data analysis skills or building technical skills in the software listed below, this could be a good Fellowship position for you.)*

**Data Analysis Skills:**

Somewhat Skilled: has done Data Analysis in coursework, but not applied Data Analysis in the real world

**Statistical Software:**

No

**Skill Level with Statistical Software:**

No Preference

**Other Software:**

N/A