Overview

Domain 1: Administration and Support describes the governmental public health infrastructure, workforce systems, and operational functions that enable state, Tribal, local, and territorial (STLT) health departments to carry out their public health responsibilities. This domain focuses on workforce development, performance systems, financial stewardship, organizational planning, accreditation, and technology infrastructure that support day-to-day operations, emergency preparedness, and long-term jurisdictional performance.

Administration and support reflect the operational foundation of governmental public health practice.

DOMAIN 1: ADMINISTRATION AND SUPPORT

Job Tasks (1.1-1.6)

As identified in the 2024 Governmental Public Health Job Task Analysis, Domain 1 includes:

1.1 Recruit and retain a diverse public health workforce
1.2 Ensure that the workforce has the knowledge and ability to perform their job
1.3 Develop and implement organization wide plans (e.g., Strategic Plan, Performance Management Plan, Quality Improvement Plan, Workforce Development Plan, Accreditation)
1.4 Identify, procure, and manage department financial resources and their utilization
1.5 Develop and maintain information technology resources
1.6 Develop, implement, and evaluate individual performance management

These responsibilities occur across job levels, from supporting workforce and administrative functions to leading organizational planning, infrastructure development, accreditation efforts, and agency-wide performance improvement initiatives.

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DOMAIN 1: ADMINISTRATION AND SUPPORT

Alignment with CEPH MPH Foundational Competencies

Domain 1 Job Task		Related CEPH MPH Foundational Competencies
1.1	Recruit and retain a diverse public health workforce	**Competency 16:** Apply leadership and/or management principles to address a relevant issue
1.2	Ensure that the workforce has the knowledge and ability to perform their job	**Competency 16:** Apply leadership and/or management principles to address a relevant issue
1.3	Develop and implement organization-wide plans (e.g., Strategic Plan, Performance Management Plan, Quality Improvement Plan, Workforce Development Plan, Accreditation)	**Competency 16:** Apply leadership and/or management principles to address a relevant issue.
1.4	Identify, procure, and manage department financial resources and their utilization	**Competency 10:** Explain basic principles and tools of budget and resource management.
1.5	Develop and maintain information technology	*No direct CEPH MPH Foundational Competency alignment identified*
1.6	Develop, implement, and evaluate individual performance management	**Competency 16:** Apply leadership and/or management principles to address a relevant issue

Instructional materials aligned to Domain 1 reinforce foundational competencies that support workforce readiness and governmental public health practice within accredited public health education programs.

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DOMAIN 1: ADMINISTRATION AND SUPPORT

In Practice

In STLT health departments, administration and support activities may include:

- Developing onboarding systems, workforce development plans, and succession planning strategies
- Coordinating staff training, continuing education, and workforce readiness activities
- Supporting supervision, coaching, performance management, and workforce accountability
- Managing budgets, contracts, procurement processes, grants, and cooperative agreement expenditures
- Supporting accreditation, quality improvement, and performance management initiatives
- Maintaining information technology systems that support surveillance, data collection, communication, reporting, and operational decision-making
- Coordinating strategic planning and organizational improvement efforts across programs and divisions
- Supporting workforce, financial, and operational readiness during routine operations and emergency response activities

Administration and support functions connect workforce capacity, financial stewardship, organizational planning, technology infrastructure, and performance improvement systems to effective governmental public health service delivery.

DOMAIN 1: ADMINISTRATION AND SUPPORT

Importance to Governmental Public Health

Administration and support strengthen governmental public health by:

- Building and sustaining a skilled governmental public health workforce
- Supporting continuity of operations and organizational resilience
- Ensuring responsible stewardship of public funds and compliance with funding requirements
- Strengthening workforce development, supervision, and professional growth
- Supporting accreditation, quality improvement, and performance management efforts
- Aligning organizational priorities, resources, and workforce capacity
- Ensuring technology infrastructure supports surveillance, communication, reporting, and service delivery
- Enhancing preparedness and operational readiness for emergencies and emerging public health challenges

Without strong administrative and support systems, STLT health departments may struggle to sustain programs, maintain workforce capacity, meet accountability requirements, implement strategic priorities, or respond effectively to public health emergencies.