

PUBLIC HEALTH EDUCATOR II HEALTH DEPARTMENT

Primary Purpose of Position:

To promote, maintain, and improve individual and community health via educational processes. The Health Educator is involved in a wide range of activities which include health education as a key component, i.e., community organization, in-service training, consultation, group instruction, coordinating the wellness program and its' related activities, video instruction, health fairs, exhibits, conferences, grant writing and mass communications.

Description of Responsibilities and Duties:

Assessing Individual and Community Needs for Health Education.

Planning Effective Health Education Programs.

Implementing Health Education Programs.

Evaluating the Effectiveness of Health Education Program.

Acting as a Resource Person in Health Education.

Participating in Community Health Education Programs.

The position requires a high degree of professionalism, diplomacy, initiative, originality, judgment, and expertise in planning for public presentations, including tact and respect of confidentiality.

Other Position Characteristics:

Instructions Provided to Employee:

Work is performed under guidance of the Health Education Supervisor based on an annual plan of work. Monthly and yearly reports are forwarded to the Health Education Supervisor and Health Director. Minutes from weekly team meetings and a yearly report are forwarded through the supervisor of health education to the health director.

Guides, Regulations, Policies and References Used by Employees:

NC, OHEC, Health Education Section Guides, Community Health Assessment, clinic manuals, regional and state consultants, library resources and statistics, laws, rules, regulations, and policies, related agencies and company representatives.

Variety and Purpose of Personal Contacts:

Contacts with agency staff, community agencies/organizations, and the general public occurs on a daily basis as part of the implementation of health education services and programs in the areas assigned this position. Coordinates activities for outside agency and community volunteers.

Physical Effort:

Audio visual equipment must be carried from the health department to program sites.

Work Environment and Conditions:

Inadequate space may be interpreted as a fire hazard by the fire marshal.

Machines, Tools, Instruments, Equipment and Materials Used:

All audio visual equipment i.e., projectors, screens, video cassette recorder, computer and recording to produce PSA's and other programming regarding health education.

Visual Attention, Mental Concentration and Manipulative Skills:

Research and/or proofreading of typed set and computer printed materials on a daily basis. Analyzing all available information then developing program objectives and strategies or program revisions. Program development that includes multi-session series with diverse strategies matched with behavioral objectives, not just one time presentation.

Safety For Others:

Careful responses to requests for health information and confidentiality in all areas of work.

Dynamics of Work:

The dynamics of the work requires interaction with clients and staff, a wide variety of teaching topics, involvement with the community as well as individuals, and an ever changing body of information to be disseminated.

Recruitment Standards Knowledges, Skills & Abilities and Training and Experience Requirements:

Thorough knowledge of the principles and practices of public health and public health education. Knowledge of modern health educational theories and techniques. Thorough knowledge of the facilities, media, methods, and techniques of preparing and disseminating educational information to the public. Knowledge of audio visual equipment, recording equipment and computer skills, and strong written and oral communication skills are also needed. Ability to plan, assign, and review the work of volunteers. Able to organize and direct activities and to establish and maintain effective working relationships with associates, representatives of local, regional, state agencies, and the public.

Minimum Education And Experience

A masters degree in public health education or in public health with a major in public health education; or graduation from a four-year college or university with a major in health education and two years experience in public health education or a related field; or graduation from a four-year college or university and three years experience in public health education; or an equivalent combination of training and experience.