

LIST OF CURRENT JOB OPENINGS IN WEBER COUNTY CORPORATION. PLEASE DISTRIBUTE TO PERSONS IN YOUR AGENCY CONCERNED WITH JOB RECRUITMENT AND PLACEMENT

<u>JOB TITLE</u>	<u>SALARY</u>	<u>ISSUE</u>
Community Health Educator II	\$17.87-18.42/HR/DOQ	10-17-2014

WEBER-MORGAN HEALTH DEPARTMENT - Full-time with Benefits

May be underfilled as a Community Health Educator I

JOB SUMMARY Under general supervision of Department Director and under direct supervision of the Director of Health Promotion, designs and conducts community health education programs. Is responsible for the development and implementation of prevention-oriented public health education programs which may include tobacco prevention education, and cessation, intentional and unintentional injury prevention, lifestyle management, chronic disease prevention and teen pregnancy prevention. MAJOR DUTIES (Any one position may not include all of the duties listed, nor do the listed examples include all duties which may be found in positions of this class.) Will perform the following specific functions:

PREVENTION EDUCATION: Develop and present effective health education programs, including lesson plans, presentations and community outreach. Programs may include smoking and smokeless tobacco use, nutrition, physical activity, self esteem, injury prevention, lifestyle management and other community and personal health issues.

COMMUNITY ASSESSMENTS: Plan and implement surveys or other methodology to evaluate community health education programs and activities.

CONTRACT MANAGEMENT: Negotiates annual contracts with state and other agencies for health education services. Prepares reports and performs other contract activities as negotiated in annual contracts.

POLICY DEVELOPMENT AND ENVIRONMENTAL CHANGE: Works with policy makers in the community to develop policies and promote changes in the environment to encourage healthy behavior.

OTHER PUBLIC HEALTH PROGRAMS: Assist the Divisions of Public Health Nursing, Environmental Health and Women Infant and Children with the development and implementation of effective public health education programs.

Identifies and evaluates health education needs in cooperation with community groups; assists in establishing objectives and planning the educational programs to address health problems; utilizes community organizations and involves local leaders in desired community action to achieve the educational objectives. Assists staff of related health programs in assessing health education needs and planning solutions.

Provides consultation regarding evaluation techniques to measure success of educational programs; utilizes the mass media effectively as part of the educational process; establishes and maintains working relationships with schools, hospitals, physicians, public officials, community groups and voluntary agencies which have interest in specific studies.

MINIMUM QUALIFICATIONS Graduation from a college or university with a Bachelor's Degree in Public Health Education, Community Health Education, Public Health, Lifestyle Management or a closely related field, AND One year of experience in community health education, OR A Master's Degree in Health Education, Public Health, Public Administration or a closely related field.

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Considerable knowledge of the psychological and physiological effects of tobacco, alcohol and illicit drugs; Considerable knowledge and understanding of public health methods and procedures; Considerable knowledge of health education methods and preventative health practices; Considerable knowledge and understanding of behavior modification principles and methods; considerable knowledge of community analysis and survey techniques, needs assessment, and principles of community development and organization; considerable knowledge of educational tools and use of the media

for information dissemination; considerable knowledge of state and local political processes; considerable knowledge of materials, aids, literature, and services available in the field of community health.

Skills in delivering presentations to individuals and groups; considerable skill in communicating verbally and in writing; basic computer and word processing skills.

Ability to develop curriculum, lesson plans, skill building activities, audio-visual materials and other motivational and educational materials; Ability to assess community and personal health needs and plan and implement effective public health programs; ability to work with antagonistic or even hostile people; ability to communicate effectively and professionally verbally and in writing; ability to adapt presentations and materials to meet the needs of culturally diverse populations; ability to establish good working relationships with federal, state and local agencies, employers, property owners, hospitals, health care providers, human service providers, and other local health departments, Utah Department of Health, local school districts, business and civic leaders, elected officials and the general public.

SPECIAL QUALIFICATIONS Must be non-smoker and non-tobacco user. Must be able to carry audio-visual equipment and educational materials. Must have a valid Utah Drivers license and a good driving record. Must be available for periodic evening and weekend presentations and activities and occasional overnight travel. Work environment will consist of office, schools, stores, health fairs, public meeting places, etc. *Preference will be given to candidates with bilingual Spanish/English abilities.*

TOOLS AND EQUIPMENT USED Telephone, computer, fax machine, audio-visual equipment, display materials.

PHYSICAL DEMANDS The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; stoop, kneel. The employee must occasionally lift and/or move more than 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is the classroom and is moderately noisy.

POSITION CLOSES: October 31, 2014

COUNTY APPLICATION FORM MUST BE SUBMITTED TO:

Weber County H.R., 2380 Washington Blvd., 3rd Floor, Suite 340, Ogden, Utah 84401

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - DRUG & BACKGROUND TESTING REQUIRED