



CLASSIFICATION NO. 527
Established: 9/77
Revised: 9/90
FLSA: Exempt
EEO: 5

HEALTH EDUCATOR

CLASS CHARACTERISTICS

Under direction to plan, develop, implement and evaluate health education programs and promotions for public and private agencies/organizations; to assist in determining Public Health education priorities.

DISTINGUISHING CHARACTERISTICS

The Public Health Division within the Department of Human Services provides a variety of health care services to County citizens.

The Health Educator is a single position classification written to coordinate the provision of health education information to County residents. The incumbent is a journey-level professional assigned to independently design, implement and manage health education programs and promotions.

TYPICAL TASKS

Duties may include but are not limited to the following:

1. Plans, develops, implements and evaluates health education programs and promotions; gathers and analyzes demographic and cultural data to determine the health care behavior, needs and interests of various communities within the County; assists division management in determining health education priorities.
2. Coordinates the recruitment, selection, training and supervision of volunteers engaged in promoting community health education concepts and personal health care standards and techniques.
3. Prepares, delivers and facilitates health education presentations, workshops, conferences and training to community/civic groups, government agencies, school districts, businesses and division staff.
4. Directs and actively participates in the preparation, selection, assembly and effective use of health education materials such as circulars, periodicals, reports, visual aids, press releases, radio scripts and television programs.
5. Consults with local and state officials, educators and community leaders to coordinate, devise and advance public health programs within the community.

REQUIRED KNOWLEDGE AND SKILLS

Thorough knowledge of: Principles and practices of public health education and promotion.

Working knowledge of: Life sciences and sociology; community and social organization theory; modern educational theories and techniques; program planning and evaluation techniques; supervisory, training and performance evaluation techniques; interviewing and counseling techniques; English usage, spelling, grammar and punctuation.

Skill to: Communicate effectively, both orally and in writing; speak on health related issues to individuals, small groups or large audiences; prepare lesson plans, training programs and materials; design and write promotion materials for broadcast or print medias; supervise, train and evaluate volunteers and assigned staff; interpret and apply research information to public health education program development; interview and counsel individuals on health related topics; operate audio-visual and other job related equipment; make decisions independently in accordance with established policies and procedures; recommend new policies when applicable; plan and organize own work schedule; establish and maintain effective working relationships.

MINIMUM QUALIFICATIONS

Minimum qualifications are used as a guide for establishing the minimum experience, education, licensure, and/or certifications required for employment in the classification. The following minimum qualifications are established for this classification. Additional minimum qualifications and special conditions may apply to a specific position within this classification and will be stated on the job announcement.

Experience: A minimum of one (1) year of related experience that would provide the required knowledge and skills to perform the responsibilities of this position.

Licenses/Certifications: None required.

PRE-EMPLOYMENT REQUIREMENTS

Must successfully pass a criminal history check which may include national or state fingerprint records check.

Driving is required for County business on a regular basis or to accomplish work. Incumbents must possess a valid driver's license, and possess and maintain an acceptable driving record throughout the course of employment.