

Northwest Colorado Health

Community Health Educator

General Statement of Duties:

This position consistently provides high quality health education and services to patients and the community. Assesses, plans, implements, evaluates, and coordinates health education programs.

Supervision Received:

Works under the supervision of the Community Health and Outreach Manager or designated supervisor.

Supervision Exercised:

None

Essential Functions:

1. Plan and provide education workshops in cooperation with various public and private community groups and agencies. May assist in providing monthly continuing in-service training and staff development to all agency staff as needed.
 - Serve as a specialist in health education for the agency and provide consultation to other departments.
 - Formulate, review, evaluate, and recommend the development of health education materials by others for use in the agency.
 - Serve as an agency representative at appropriate professional or community meetings or conferences.
 - Provide technical consultation and assistance to Northwest Colorado Health programs.
2. Establish and maintain cooperative relationships with educational, research, governmental and other agencies in relationship to health education services. Serves as a spokesperson in the area of Health Education.
 - Interpret and apply scientific knowledge of health education to professional and lay groups.
 - Assist in policy and procedure development for quality assurance issues, i.e. Safety and Infection Control Committee.
3. Provide health education counseling and/or presentations to individuals or groups according to planned objectives as referred or requested.
 - Teach classes for the community and health professionals in the areas of nutrition and lifestyle changes and others as they are needed.
4. Assist in the collection of statistical information of program participants to conduct studies and surveys as they relate to health and disease.
 - Actively participate in new program development.

This description of responsibilities is intended to provide the essential functions of the position. Additional responsibilities may be added as appropriate.

Education:

Bachelor's degree in a health-related field preferred.

Experience:

One year full-time employment or its equivalent in Community Health Education. Certification as CHES preferred.

Requirements:

1. If car is used, must provide proof of adequate insurance combined coverage totaling at least \$300,000 and a valid Colorado Driver's License.
2. Current immunization history, after job offer and before starting job.
3. Current CPR certification.

Skills:

1. Psychomotor skills to perform CPR.
2. Daily standing, squatting, walking, bending, and maneuvering in various settings (clinics, schools, work sites) which are not barrier free.
3. Proficiency in the use of audio and visual equipment.

Abilities:

1. Ability to communicate effectively with community members, physicians, and other health professionals, verbally and in writing.
2. Ability to plan and organize community and professional classes and presentations.

Working Conditions:

1. Work environment may be variable as services are provided in various environments. Lighting, acoustics, air quality, temperature, and environmental hazards are not predictable.
2. May work occasional nights and/or weekends.
3. This position meets the criteria for Category 2 of OSHA's guidelines for exposure to biohazards.
4. May include travel in all weather conditions.

I, _____ acknowledge that on this date, I have received the following job description for my present position.

Signature of Employee: _____ Date: _____