

Caswell County Health Department
Invites applications for the position of:

Public Health Educator I

SALARY: Hire in at \$29,294.00 with 4% increase at the end of 9-month probationary period

OPENING DATE: 12/01/2020

CLOSING DATE: Open until filled

DESCRIPTION:

The Caswell County Health Department has an opening for a Public Health Educator I. The employee in this position serves as the Public Health Preparedness Coordinator in addition to working in the Health Communities Program. This includes development of community-based public health programs and works to eliminate health disparities in the county through community-based health promotion programs and community collaboration initiatives. The Health Educator will coordinate and oversee all activities of Public Health Preparedness Program including but not limited to: planning efforts, mass vaccination, mass care, mass fatality, isolation/quarantine, public information, command/control/communications, education, training, exercise, recruitment of volunteers, and risk communications. This includes writing and exercising plans.

Work is performed under the general supervision of the Health Services Coordinator, with leeway to exercise independent judgment within the framework of the applicable rules, regulations, program guidelines, policies, and procedures in the performance of duties, both in terms of planning and accomplishing work and in making decisions public health needs and requests.

Participation in a drug screen and background check are required.

Caswell County is an equal employment opportunity employer.

EXAMPLES OF DUTIES:

The following are examples of typical work activities and responsibilities. The incumbent may be responsible for performing other related duties and responsibilities as required or assigned. A position may not include all the work examples given, nor does the list include all that may be assigned.

Develop, maintain, update, and exercise the various Public Health Preparedness plans as required by the state including meeting with local partners annually to review and revise the various plans.

Assist local businesses and other organizations to develop a continuity of operations plan in the event of a pandemic flu outbreak or other public health emergency

Risk communication planning

Coordinate Epidemiology (EPI) Team activities

Plan annual influenza vaccination clinics and other vaccination clinics

Assist Health Services Coordinator with the Community Health Assessment and State of the County Health Report Processes in order to meet the state requirements for these documents

Collaborate with local agencies and other community resources to implement initiatives promoting environmental and policy change in the areas outlined within in guidance from the state.

Plan, develop, coordinate, and evaluate population-based health initiatives.

TYPICAL QUALIFICATIONS:

Considerable knowledge of the principles and practices of public health and public health education activities

General knowledge of modern educational theory and techniques in the field of public health education

General knowledge of journalistic principles and methods of preparing subject matter in the promotion of public health activities

General knowledge of display techniques and skill in the arrangement of exhibits

Ability to work effectively with people on all educational levels and to maintain effective working relationships with local health departments, community agencies, and the public

Ability to write and speak effectively and to stimulate interest and cooperation among various groups in carrying out a program in public health education

MINIMUM QUALIFICATIONS:

Graduation from a four-year college or university with a major in health education, **OR**

Graduation from a four-year college or university and completion of one year of on-the-job training as a public health educator, **OR**

A higher degree does not substitute for work experience.

SPECIAL REQUIREMENTS:

Possession of or ability to obtain a valid Drivers License for the type of vehicle or equipment operated.

All offers of employment are conditional upon successful clearance of a background check and pre-employment drug testing. Employment cannot commence until the employee has been cleared.

May be required to possess additional certification(s) as deemed necessary by the Health Services Coordinator.

SUPPLEMENTAL INFORMATION:

PHYSICAL REQUIREMENTS AND POSSIBLE HAZARD

Must be able to physically perform the basic life operational support functions of standing, walking, stooping, crawling, fingering/typing, talking, sitting, bending, kneeling, climbing, grasping, hearing, handling, pushing, pulling, lifting, carrying, reaching and repetitive motions of the hands/wrists/feet.

Must be able to perform sedentary work, exerting up to 10 pounds of force occasionally, and/or a negligible amount of force frequently or consistently to lift, carry, push, pull or otherwise move objects.

Must possess the visual acuity to prepare and analyze data and figures, perform extensive reading, and operate a computer terminal.

Must be able to be exposed to chemicals, contagious and/or infectious diseases, and blood borne pathogens.

May be subject to possible hazards that include emotional stress due to the nature of interactions with clients or service providers, irate clients and/or family members who may be hostile, resistant or violent.

APPLICATIONS MAY BE FILED AT:

bhodes@caswellnc.us
189 County Park Road – PO Box 1238
Yanceyville, NC 27379

Position #: PHEI-1
Public Health Educator I

* Required Question

HEALTH EDUCATOR I SUPPLEMENTAL QUESTIONNAIRE

1. I understand that resumes are welcomed but do not substitute for the work experience section of this application and failure to complete the work experience section will result in an incomplete application, which will not be considered for eligibility. Did you fully complete the work experience section of this application?*

- Yes
- No

2. Please indicate which of the following best describes your education:*

- Bachelor's Degree in Health Education from an accredited school
- Bachelor's Degree from an accredited college or university
- Other: _____

3. List any other certifications or licensure you currently hold.*

4. Do you have a valid driver's license?*

- Yes
- No

5. How many years of health education experience do you have?*

- None
- Less than 2 years
- More than 2 years

6. How many years of public health education experience do you have?*

7. Please describe your health education experience.*

8. Please describe your public health experience.*

9. All Health Department employees are considered to be first responders for public health emergencies, such as the current COVID-19 pandemic. During a response, you may be called to work in different roles and different hours than what you were originally hired to do. Are you willing to serve as a public health first responder?*

- Yes
- No