

Position Title:	Preparedness Community Health Educator				
Working Title:	Same				
Agency Unit:	Preparedness Team/Health Promotions	Reports to:	Health Promotions Coordinator		
Employment Status:	Full Time	Pay Grade:	\$33,280-\$58,240 Bachelor	FLSA Status:	Non exempt

Position Summary: Promotes individual and population health by providing evidence based technical assistance to policy makers, for systems and environmental changes. This position is responsible for planning, implementing, managing, evaluating, and reporting for programs concerning preparedness and public health promotion. This position coordinates the Health Care Coalition, acts as the PPHD Exercise Coordinator and provides technical assistance to partners for health promotions.

Essential Duties: Performs the following essential functions within the framework of Panhandle Public Health District’s provision of the core functions and essential services of public health.

Preparedness Community Health Educator duties include:

- Serve on the Preparedness Team
 - Lead the Health Care Coalition to develop and maintain an operational healthcare system at the local level able to respond to events that create mass casualties, catastrophic health events, casualties requiring unique care capabilities, or healthcare system emergencies.
 - Act as PPHD Exercise Coordinator
 - Conduct disease investigation
- Manage projects and provide technical assistance to partners and assist with specific health promotions
- Comply with all reporting requirements

Behavior Expectations: Treats other with courtesy and respect in all interactions and abides by PPHD’s Guiding Principles.

Minimum Qualifications: Bachelor’s degree preferred in public health, nursing, health sciences, emergency preparedness or related field. Considerations will be given to candidates with experience in these or a related field.

Exceptional writing and interpersonal communication skills, computer skills, and demonstrated cultural competence are essential.

Valid Nebraska driver’s license, current certificate of vehicle insurance, and access to reliable transportation to all assigned work locations.

Knowledge, Skills and Abilities: This position will require the following knowledge, skills, and abilities:

- Program planning, implementation and evaluation.
- Project management.
- Apply the principles, practices and theories of public health assessment and planning to health promotion, policy development, and health improvement.
- Communicate effectively and work collaboratively with individuals and groups from a wide variety of backgrounds, interests and experiences.
- Ability to facilitate processes with diverse groups.
- Excellent written and oral communication skills.
- Advanced computer skills; ability to use databases and spreadsheets, data queries and reports, presentation and publisher software.

This position will require that the following knowledge, skills, and abilities be developed:

- The core functions and essential services of public health
- National public health accreditation standards.
- Epidemiology, disease prevention, health promotion, behavioral change, group process, community /organizational development theory and techniques; adult learning theory and methods of instruction; public health informatics; quality management theory and techniques.
- Qualitative and quantitative data collection and analysis for the identification of population health status.
- Effective presentation of data to address scientific, political, ethical and social public health issues.

Work Environment:

General office setting in the PPHD office sites, as well as community sites. Equipment used to perform functions is computer, fax, copier, personal or PPHD vehicle, and public health equipment and supplies.