

POSITION DESCRIPTION

TITLE:	Health Educator I – Youth Cannabis and Commercial Tobacco Prevention Program (YCCTPP)
REPORTS TO:	Healthy Communities and Families Manager
LOCATION:	Moses Lake, WA
DATE:	06/26/2024
CLOSING:	Open Until Filled

Do you enjoy working with the public, to contribute to the health of your community and have experience or education related to community health education to promote tobacco, vapor, and marijuana free environments to prevent and reduce substance use among youth? The Grant County Health District (GCHD) is hiring a Tobacco Prevention Coordinator who will play a critical role in GCHD’s contract coordination, community education, environmental/policy changes, and outreach to county residents.

Will also serve as support to our Syringe Service Program (SSP) and work directly with the SSP specialist and Harm Reduction Coordinator; performs administrative support duties, initial assessments; provides education and linkage to resources; and is expected to regularly adapt their role/tasks. Additional duties are as assigned.

See the list of Knowledge and Abilities to determine if this position is a good fit for you!

SUMMARY OF RESPONSIBILITIES

The Tobacco Coordinator works with community partners in Grant County to promote tobacco-free, vapor-free, and marijuana-free environments to prevent and reduce substance use among youth. This is accomplished through engaging cities, school districts, and communities in policy, systems, and environmental changes that will result in healthier options for residents. Strong group facilitation and process skills are necessary.

Content and graphic design for flyers, brochures, web content, and social media. **The ideal candidate will be comfortable with public speaking, facilitating group meetings, and program planning.**

KNOWLEDGE AND ABILITIES

Knowledge of principles of public health program planning; health education; community mobilization; meeting facilitation; group facilitation/group dynamics; effective communication; public speaking; report preparation and data research; web content development; social media applications and expertise; and Microsoft Office.

Ability to: work independently and in a team environment; problem solve; exercise best professional judgment; and effectively communicate with colleagues and stakeholders.

MINIMUM QUALIFICATIONS:

- Bachelor's degree in human services, public health, or related field.

OR

- Three years of documented experience in community education.

AND

Demonstrated experience in the following:

- Managing numerous complex issues and projects simultaneously
- Building relationships with external partners
- Developing written communication products
- Understanding public health theory and application
- Communicating prevention and education messages
- Use of social media as part of a communication strategy
- Use of marketing strategy to change health behaviors
- Microsoft Office Suite

PREFERRED QUALIFICATIONS

Master's degree in public health or related field.

MONTHLY SALARY RANGE:

Health Educator I: \$25.96 - \$33.28 per hour (\$53,993 - \$69,231 per year).

Based on experience a typical starting wage for this position is \$25.96 - \$29.17 per hour (\$53,993-\$60,667 per year).

BENEFITS:

Public Employees Benefits Board (PEBB) Insurance coverage includes health, dental, vision, and life for the employee and their dependents, as well as Public Employees Retirement System (PERS) benefits for the employee. GCHD strives to keep health and dental insurance costs low and affordable for staff and their family. In addition, GCHD employees receive: 13 paid holidays annually, accrue up to 8 hours of sick leave per month, accrue 8-16 hours of annual leave per month, depending on their length of service, and are eligible for longevity pay after 5 years of continuous employment with GCHD.

Employee Volunteer Program:

Any employee who is eligible for comprehensive leave benefits, has a sick leave balance of more than 40 hours, and is not in probationary status, may use up to 16 hours of sick leave each calendar year to volunteer at a local school, a registered 501 © (3) non-profit organization, or a public charitable event. Full details are available in the Employee Handbook.

WORKING CONDITIONS/PHYSICAL REQUIREMENTS

This position is non-exempt and should require minimal supervision. The typical workweek is 40 hours with a typical schedule of 8:00 am – 5:00 pm Monday-Thursday and 8:00 am – 3:00 pm on Fridays. Hybrid office/remote work schedule may be considered. Schedule may be adjusted based on GCHD needs to include some evenings and weekends. GCHD is a family friendly organization, and we strive to create a work environment that works best for the employee while meeting GCHD needs.

Work is performed primarily in an office and community settings. Travel to off-site community locations within Grant County will be required.

Physical requirements of the position include speaking, hearing, seeing, sitting, walking, stooping, standing, lifting up to 50 pounds, writing, and driving; use of hands to handle, feel or operate objects and equipment; reach with hands and arms.

Valid Washington State driver's license and auto insurance.

Must prove or obtain immunity to GCHD for required vaccines within 30 days of employment.

Training and Career Development: Our agency will encourage your professional growth by providing you with training and career development opportunities to include employer paid continuing education credits

TO APPLY:

- Fax or email a resume and cover letter to Rita Morfin at rmorfin@granthealth.org 509-766-6519.
- An application is **required**. Please fax, email rmorfin@granthealth.org or mail the completed application to: Grant County Health District, 1038 W Ivy, Moses Lake, WA 98837
- Electronic Application: <https://granthealth.org/careers/>
- Apply in person at the Grant County Health District, 1038 W Ivy, Moses Lake.

Questions can be referred to Maria Vargas, Healthy Communities and Families Manager, mvargas@granthealth.org

Grant County Health District is a tobacco-free hiring agency.
