

Community Health Educator - TST BOCES Tompkins County

Department: Tompkins-Seneca-Tioga BOCES
Classification: Competitive
Approved: 11/2022 by RP
Revised: 3/2023
By: RP, Commissioner of Human Resources

MINIMUM QUALIFICATIONS:

1. Graduation from a regionally accredited or NYS registered college or university with a bachelor's degree OR
2. Graduation from, a regionally accredited or NYS registered college or university with an Associate's degree and two years of full-time paid (or the equivalent part-time and/or volunteer) professional experience working with health education or youth development program implementation, or substance use prevention or intervention programs.

ANTICIPATED ELIGIBILITY

If you are enrolled in a Degree program and would obtain your degree within 3 months of appointment, you may apply.

YOU WILL BE EXPECTED TO SUBMIT COLLEGE TRANSCRIPTS AT TIME OF APPLICATION. TRANSCRIPTS NEED NOT BE OFFICIAL COPIES; HOWEVER, THEY MUST CONTAIN ALL INFORMATION NECESSARY TO QUALIFY YOU FOR THIS POSITION.

NOTE: If your degree and/or college credit was awarded by an educational institution outside of the United States and its territories, you must provide independent verification of equivalency. You can write to this Department for a list of acceptable companies providing this service; you must pay the required evaluation fee.

Graduation from, or current enrollment with an understanding that the degree must be obtained within 3 months of appointment in, a degree program at a regionally accredited or New York State registered college or university.

SPECIAL REQUIREMENT:

Must possess a valid NYS driver's license at time of application and maintain license for duration of employment to meet the transportation requirements of the position.

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

DISTINGUISHING FEATURES OF THE CLASS:

This is a professional position responsible for the planning, development and implementation of health related education programs and policy. The incumbent will primarily be responsible for health education and outreach programs in schools across the region that focus on substance abuse prevention and social and emotional health and wellness for students in grades K-12. The incumbent will facilitate social-emotional learning curriculum and skill-building discussion groups for middle and/or high school students. Provides alcohol, nicotine, and marijuana prevention lessons for youth K-12, and supports the work of building assets and protective factors region wide empowering youth to make healthy decisions. The work is carried out under the direct supervision of the Youth Development Coordinator. The incumbent will perform all related duties as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

- Implement alcohol, tobacco, and marijuana prevention lessons and social-emotional learning curriculums for students K-12;
- Facilitate social-emotional skill building discussion groups for middle and high school students;
- Facilitate Teen Intervene, a brief intervention for adolescent substance abuse, for students currently using drugs and/or alcohol
- Act as a caring third party adult/mentor to students K-12 by providing academic, emotional, and social supports;
- Facilitate group discussion and information flow between school staff, students, community agencies, and parents;
- Meets with pupils, teachers, parents, staff and administrators in schools and community settings;
- Develop and maintain records for project activities;
- Develop, implement, and modify procedures and activities for projects;;
- Prepare databases to document activities and maintain prevention education programs;
- Research and develop prevention and health educational materials such as flyers, infographics, and Power Point presentations to aid in education of students, school staff, and community members
- Develop and present community-wide prevention education programs based on measurable goals and objectives;
- Distribute written and other information to the schools and their communities to aid in education;
- Assists with the preparation and coordination of community/school health needs assessments.

FULL PERFORMANCE, KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Working knowledge of youth development and social-emotional skill development;
- Working knowledge of the structure and operation of educational systems;
- Working knowledge of community agencies and services;
- Working knowledge of the principles and theories of substance use prevention and risk and protective factors;
- Excellent written and verbal skills required;
- Ability to establish and maintain effective working relations with schools, community agencies and groups;
- Ability to abstract, analyze and interpret material from a variety of sources;
- Ability to communicate complex and controversial issues both orally and in writing;
- Ability to maintain records and prepare written reports
- Tact, courtesy, empathy, integrity, and good judgement
- Emotional intelligence and a strong sensitivity to the feelings and reactions of others
- The employee's physical condition shall be commensurate with the demands of the position.

Originally Created: 3/2023

C147