

Fifth Ward Enrichment Program, Inc.

JOB DESCRIPTION

Health Educator/Coordinator

General Description

The Health Educator is responsible for supporting and facilitating the development of a strategic plan to engage youth in reproductive health educational activities designed to delay or deter adolescent sexual activity as well as inform youth of the negative consequences and safer, healthy choices.

Specific Responsibilities:

- To identify, obtain and/or develop proven, science-based educational materials and resources to be used as curriculum for the Adolescent Family Life Project.
- Design plans for the implementation and sustention of a peer health education system.
- Identify, recruit and develop the involvement of FWEP peer health educators
- To coordinate and distribute information and materials with the Peer Health Educators for the delivery of reproductive health educational outreach services.
- To train the Peer Health Educators to conduct effective educational presentations.
- To organize and implement educational outreach session and seminars.
- To develop, collect and analyze pre/post surveys from educational outreach sessions.
- Represent the agency's reproductive health work on the FWEP Health Advisory Committee's quarterly meetings.
- Submit accurate reports on the progress and status of the peer health educators routinely to the program evaluators and/or the Lead Manager.

Qualifications:

- Bachelors Degree preferred, but not required.
- One (1) years minimum experience at a managerial or supervisory level.
- One (1) years minimum experience in counseling or youth development work.
- Demonstrative history of community service or volunteerism.
- Knowledge of computer and have basic desk-top utilization skills.
- Effective writing and verbal skills.