

PUBLIC HEALTH EDUCATOR IV

DESCRIPTION OF WORK

This is administrative work in directing a state-wide program of public health education. Employee is responsible for planning, developing, coordinating, and administering the education phases of state and local public health programs. Work involves supervision of lower level health educator.; providing consultation to division directors of the State Board of Health and other state and local agencies on all aspects of health education; and analyzing existing health education programs to determine present and future needs. Work is performed under the administrative supervision of a division director and is evaluated through conferences, reports, and analysis of results.

EXAMPLES OF DUTIES PERFORMED

Plans, administers, and directs the state-wide program of health education; supervises and evaluates work of subordinate professional and clerical personnel.
 Establishes, in conference with superiors, policies for health education services of the State Board of Health to local health units and other local and state agencies.
 Serves on state-wide planning and advisory groups as health education consultant and may, upon requests represent the division or agency at state or regional meetings and on special committees.
 Organizes a service to local health departments and other units at the State Board of Health involving selections preparations and evaluation of health education media and methods.
 Plans and participates in orientation and it service training programs for subordinates and other public health personnel.
 Directs studies and surveys of health education needs and implements research and study findings.
 Prepares and delivers speeches to professional and lay groups.
 Performs related duties as required.

RECRUITMENT STANDARDSKnowledges, Skills, and Abilities

Thorough knowledge of the principles and practices of public health and public health education.
 Thorough knowledge of the facilities, media, methods, and techniques of preparing and disseminating educational information to the public.
 Considerable knowledge of modern educational theories and techniques.
 Considerable knowledge of the programs and objectives of the various subdivisions of the State Health Department.
 Ability to plan, assigns and review the work of professional and clerical subordinates.
 Ability to present ideas and information effectively both orally and in writing.
 Ability to establish and maintain effective working relationships with associates., representatives of state and local agencies, and the public.

Minimum Education and Experience

A master's degree in public health education or in public health with a major in health education and five years experience in public health education; or graduation from a four-year college or university with a major in health education and six years of experience in public health education; or an equivalent combination of education and experience.

PREPARED BY
OFFICE OF STATE PERSONNEL

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