



Job Title: Community Health Educator - Health Mentor

Department(s): Community Health

Position Summary: The Community Health Educator – Health Mentor, located in a school, will deliver one-to-one and group health education to students, support students in becoming health educators, and provide warm-handoff referrals for student for health resources

Supervision Received: Director of Community Health and Grants Management

Supervision Exercised: None

Hours/Week 40 Full-Time Part-Time Exempt Non-Exempt

FLSA Definition:

ESSENTIAL FUNCTIONS:

- Replicates with fidelity effective teen pregnancy and STI prevention programs and supportive services that are culturally appropriate, age-appropriate, medically accurate, and trauma-informed in classroom and 1:1 setting
- Identifies, develops, creates, and implements supplemental educational programs and materials that support teen pregnancy prevention and sexual health programs in the school and community, in collaboration with the school and Hennepin County Better Together
- Identifies and addresses systemic issues within the community, in collaboration with the school
- Provides one-to-one social/emotional support and fact-based education to young people who are seeking guidance and resources on topics such as sexual health, relationships, family conflict, sexual health, depression, stress, and other social/emotional issues
- Provides small group facilitation, parent education workshops, and promotional events
- Collaborates with school staff and administration to provide holistic services to students and to identify leverage points in the system where impacts can be made to help young people achieve optimal health
- Collaborates with school staff to create and implement a referral system
- Participates in external meetings, trainings, and task forces to build effective relationships and partnerships; shares information and promotes NHS programming
- Tracks and reports data for activities and patients. Documents pertinent information in electronic medical record. Assists with related data gathering. Compiles/evaluates statistics and prepares reports.

- Facilitates a Youth Leadership Council to engage youth on community mobilization and provide guidance to the project
- Performs other duties as assigned

REQUIRED QUALIFICATIONS:

- Demonstrated commitment to and passion for improving the health of individuals and the community
- Demonstrated effective and responsive engagement with culturally diverse populations
- Demonstrated ability to develop, implement, evaluate, and present educational programs
- Experience and fluency in discussing sexual health issues and stigma-influenced health issues
- Ability to work independently and to handle multiple projects under stringent timeframes and changing priorities and conditions
- Minimum of six months working in a community outreach program and/or in a customer service position
- Competency in Microsoft Office Suite, especially Excel, Word and PowerPoint and basic computer skills
- Speak, understand, read, and write English sufficiently to carry out all essential duties. Minimum of HS Diploma/GED

HELPFUL QUALIFICATIONS:

- Speaks Hmong fluently. Has deep understanding of Hmong community.
- At least two years of in-clinic or in-community experience with delivery of health education/information to diverse populations or work in a similar area
- Health education experience in chronic disease, women's health, reproductive health and/or family planning
- In-depth knowledge of sexual health, adolescent development, and optimal wellbeing
- Demonstrated experience in conducting community outreach. Experience and comfort with public speaking
- Familiarity with North and/or Northeast Minneapolis communities
- Community Health Worker Certification and/or undergraduate degree

PROFESSIONAL EXPECTATIONS OF THE POSITION:

- Able to travel to multiple sites in a timely manner. Valid driver's license, insurance and vehicle required.

- Effectively and empathetically communicates about potentially sensitive personal and intimate issues or concerns with people of all ages and backgrounds
- Works independently and as part of a youth-centered team
- Works flexible hours, including some evenings and weekends
- Maintains excellent and punctual attendance
- Attends and actively participates in staff and departmental meetings, agency functions and meetings as required
- Demonstrates commitment to agency mission and goals
- Uses computer daily including e-mail, word documents, spreadsheets, patient management system, electronic health record, and patient portal, as needed to carry out essential job functions
- Maintains any required licensure/certification. Abides by corporate compliance program, HIPAA regulations and other agency policies and procedures
- Works collaboratively and respectfully with staff and others—individually and as part of a team—to achieve optimal efficiency, outcomes, and morale
- Interacts in a culturally competent manner with individuals and groups from diverse backgrounds, including but not limited to socio-economic, race and ethnicity, nationality, and religion, both in-clinic and in the community
- Plans and self-organizes daily work, multitasks when necessary

Attachments

- Physical and Mental Requirements
- Work Environment