

# COMMUNITY HEALTH EDUCATION SPECIALIST

Terrebonne Parish Health Unit



## SUMMARY

Work closely with the public health unit staff, parish staff, and Region 3's OPH leadership team to serve the community through health promotion and education.

### JOB OVERVIEW

#### Starting Pay

\$52,520 - \$67,434 per year

#### Schedule

Monday - Friday

#### Shift

8 a.m. - 4:30 p.m.

### LOCATION

Terrebonne Parish Health Unit

### REPORTS TO

Region 3 OPH Regional  
Administrator

### PHYSICAL DEMANDS

Lift up to 25 lbs. (light)

### WORK ENVIRONMENT

Frequent interactions with members  
of the public

## ESSENTIAL FUNCTIONS

1. Coordinate, implement, and evaluate public health education, promotions, projects, activities, and services.
2. Develop, compile, prepare, review, and disseminate health promotion reference and education materials.
3. Conduct presentations and informational and training programs on various subjects of public health concern.
4. Assist in planning, developing, coordinating, implementing, and evaluating training programs.
5. Function as a liaison with other units, divisions, community groups, and agencies for advancement of program goals.
6. Prepare and maintain notes, reports, correspondence, special studies, and research.
7. Attend health fairs and vaccination and testing events. Represent the department at advisory boards, community meetings, and outreach events.
8. Collaborate with OPH regional leadership on producing the most effective methods for developing and providing health education and promotion presentations and services.
9. Monitor population health trends and prioritize community needs, targeting interventions at the individual, community, and system level.
10. Utilize information and data from public health asset and needs assessments in planning for public health education and policy initiatives.
11. Perform other duties as assigned by supervisor.

## GENERAL REQUIREMENTS

1. Knowledge of principles and practices of public health education and promotion for individuals and groups; common public health problems, causes, and prevention; socioeconomic and health disparity issues related to public health and health care usage; community resources; government funded public health programs; and web and social media usage and content development.
2. Communicate effectively orally and in writing with people of various educational, socioeconomic, and cultural backgrounds.
3. Ability to display strong analytical and critical thinking skills.
4. Work independently and in a team-oriented environment.
5. Operate a computer to complete daily tasks and assignments.

## EDUCATION, EXPERIENCE, AND LICENSES

1. Bachelor's degree preferred but other candidates may be considered.
2. Effectively use Microsoft and Google programs.



Questions? No problem! Email us at  
[employment@tpcg.org](mailto:employment@tpcg.org)