

<b>Job Title</b>	Contract Public Health Educator/CCHC		
<b>Department:</b>	Program Operations		
<b>Reports To:</b>	Chief Program Officer		
<b>OT Status:</b>	Non-Exempt	<b>Date Updated</b>	9/2022

### **POSITION SUMMARY**

The Public Health Educator will operate in conjunction with and under the supervision of the Manager of Public Health Education/Child Care Health Consultant for Forsyth County. This position is a contracted community-based position that works with early care and education (childcare) administrators, operators, and early educators to ensure healthy and safe environments for children in childcare. Child Care Health Consultants offer training and technical assistance through consultation and coaching.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Work collaboratively with early educators to assess, plan, implement, and evaluate strategies to achieve high quality, health, and safe childcare environments
- Provide consultation and coaching on health and safety practices to help childcare programs prevent and manage injury and infectious diseases
- Develop strategies for inclusion of children with special health care needs
- Provide support to childcare providers in adhering to the childcare rules, regulations, and best practices
- Provide health and safety training to improve health knowledge and skills of early educators
- Assist childcare providers with developing and review policies and procedures.
- Support NCPK through review of health assessments and review health files.
- Participate in webinars, on-going professional development opportunities, regional meetings and the annual CCHC Conference.

### **PREFERRED SKILLS, KNOWLEDGE, ABILITIES:**

- Establish and maintain on-going working relationships with other professionals offering technical assistance to early care and education settings.
- Guide early educators to meet childcare health and safety requirements and achieve best practice standards.
- Offer consultation based on quality improvement plans.
- Assist with the planning of community health and safety events.

### **ADDITIONAL DUTIES:**

- Tailor consultation to help early educators meet the needs and goals of families.
- Elicit information and communicates clearly and concisely.
- Nurture new partners and maintain existing relationships.
- Be flexible in the delivery of training and technical assistance based on the availability of facility staff.
- Develop and maintain relationships with local and state early care and education technical assistance providers.
- Document on-going childcare assessment, quality improvement plans, consultation, and training.
- Enter documentation in the North Carolina Health and Safety Assessment Tool, daily.
- Develop and distribute training materials and health and safety resources to childcare facilities.

**EDUCATIONAL AND EXPERIENTIAL REQUIREMENTS:**

- The CCHC is a registered nurse with a degree in nursing (ASN or BSN) or a health professional with a minimum of a bachelor's degree in health education or health related field. A qualified applicant should have experience in child health or community health and early care and education.
  - At least a bachelor's degree in health education or health related field (nutrition and physical activity, oral health, community, public health, etc.) with experience in health education. Certified Health Education Specialist (CHES) designation preferred.
- The health professional becomes a qualified CCHC upon successful completion of the NC Child Care Health Consultant Course and receipt of a certificate of qualification. The 14-week course is facilitated by the NC Child Care Health and Safety Resource Center: [www.healthychildcare.unc.edu](http://www.healthychildcare.unc.edu) and includes web-based distance learning, one on-site training sessions in the Raleigh area, and a final project.

**PHYSICAL DEMANDS:**

- Work is usually sedentary, may require long periods of standing, walking and/or bending and some light lifting. The work is mostly performed in a secure office setting.
- Ability to lift and carry up to 25 lbs.
- Ability to walk, bend, stoop, stretch, squat, kneel, push, pull, and sit.
- Ability to travel to all centers and meeting/training locations.

**WORK SCHEUDLE:**

- Monday – Friday, 8 hour/day schedule.
- Occasional work on weekends and evenings is required to provide training.
- Extensive county or regional travel is required.