

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: DOH06322427

DATE POSTED: 12/15/21

POSITION NO: 941748

CLOSING DATE: Open Until Filled

POSITION TITLE: # Health Educator

DEPARTMENT NAME / WORKSITE: Navajo Special Diabetes Program - Dilkon, Arizona

WORK DAYS: Monday - Friday REGULAR FULL TIME:  GRADE/STEP: BQ63A

WORK HOURS: 8:00 - 5:00 p.m. PART TIME:  NO. OF HRS./WK.:                      \$ 41,488.56 PER ANNUM

SENSITIVE  SEASONAL:  DURATION :                      \$ 19.87 PER HOUR

NON-SENSITIVE  TEMPORARY:                      

**DUTIES AND RESPONSIBILITIES:**

Conducts health education in collaboration with state and county public health, Indian Health Services, primary health care providers, Navajo Nation Health services; participates in community outreach activities; attends meetings, trainings, in-services and conferences; maintains Quality Assurance Standards; Coordinates and designs program planning modifications, material development (i.e., brochures, power point presentations, flyers, etc.) and other special projects; prepares required reports and assessments; provides educational presentations as requested.

Design and conduct evaluation and diagnostic studies to assess the quality and performance of health education program and project; Prepare and distribute health education material, including reports, bulletins, visual aids, providing program information of health education needs, conducts media campaign, designs brochures, pamphlets and handouts.

Develop, coordinate and facilitate lesson plans for group classes, individual presentations utilizing a variety of health education curriculums such as native Lifestyle Balance, American Association of Diabetes Education, SPARK, PAK, Grocery Tours, Healthy Heart, Dine' Power Plate, etc.

Collaboratively works with wellness center staff on client education for diabetes education, nutrition education and physical activities as they relate to healthy weight loss (this included BMI's and screenings). Implementation of health education curricula's of focusing on diabetes disease, basic nutrition, implementation of physical activities for healthy lifestyle changes. Most importantly, serves as a resource in their service area. Other duties as assigned.

**QUALIFICATION REQUIREMENTS: (Education, Experience and Training)**

**Minimum Qualifications:**

- A Bachelor's degree in Public Health, Community Health, Health education, Behavioral Health or related field; and one (1) year of health education experience; or an equivalent combination of education and experience.

**Special Requirements:**

- A favorable background investigation.
- Possess a valid state driver's license.

***(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)***

**Special Knowledge, Skills and Abilities:**

Knowledge of principles and practices of public health education; knowledge of training theory, methods, and group dynamics, knowledge of public health agencies and their services; knowledge of anatomy and physiology of the human body system; knowledge of the clinical aspects of patient care; knowledge of common, acute, and chronic problems; knowledge of medical terminology; knowledge of media methods and techniques of preparing and disseminating educational information to the public.

Skill in interpreting and promoting public health issues to groups and individuals; skill in using initiative and resourcefulness in gathering and compiling data; skill in composing materials and presentation on public health topics; skill in developing procedures; skill in analyzing problems and find effective resolutions; skill in designing effective educational programs; skill in public speaking and communicating methods and techniques. Ability to lift 25 lbs. and stand for an extended period to time; Ability to lead a small or large group; have high energy and flexibility and Perform/demonstrate physical activities.

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.**