

CITY OF HAMILTON

HEALTHY & SAFE COMMUNITIES DEPARTMENT (HEALTHY ENVIRONMENTS DIVISION – CHRONIC DISEASE PREVENTION - LOCATION – 1447 UPPER OTTAWA ST.)

WOMEN HEALTH EDUCATOR

SUMMARY OF DUTIES

Reporting to the Manager, Chronic Disease Prevention, the Women's Health Educators (WHEs) are peer educators who are trained and mentored through the direction of Public Health Nurses in consultation with the Chronic Disease Prevention manager.

The Women's Health Educators provides health education on chronic disease prevention to targeted/vulnerable/culturally diverse populations in the city of Hamilton in order to improve health outcomes and reduce the risk for chronic diseases of Public Health importance.

The Women's Health Educators reduce barriers to health and community programs and services, and facilitate access to screening for breast, cervix and colorectal cancers. When needed, the WHEs assist women with obtaining cancer screening by arranging appointments, and accompanying women to their appointments for language, cultural, or navigational support.

DUTIES

In consultation with community members, identify health needs and work with stakeholders to develop solutions that are within the scope of their practice.

Build and maintain partnerships with service providers and relationships with community members, leaders and key stakeholders.

Maintain confidentiality with clients and community members.

Promote, deliver and actively engage community in tailored education sessions, using creative and audience appropriate methods.

Promote Healthy Living messages (eg. Physical Activity, Healthy Eating, Tobacco Cessations, Cancer Screening, Injury Prevention and health and community services).

Facilitate access and participation of community members to/in health and community services.

Assist in arranging, accompanying and providing language support (if needed) for community members to cancer screening appointments.

Complete PHS reporting requirements for quality assurance and program evaluation.

Attend and participate in meetings as required.

Participate in the recruitment and training of volunteers as required.

Perform other duties as assigned.

QUALIFICATIONS

1. Trusted, connected and representative of the community in which they will work.

2. Excellent oral and written communication skills in English.
3. Experience working with community (building trust, linkages, partnerships) in a work or volunteer setting.
4. Ability to prioritize and manage time effectively.
5. Ability to work effectively as a team member including the ability to resolve conflicts effectively.
6. Experience in a computerized environment. Working knowledge of Microsoft Office XP - Word, PowerPoint, and Outlook (e-mail).
7. Experience in working with social media an asset.
8. Working knowledge and experience with the Canadian Health Care System and health issues and services for vulnerable and/or culturally diverse populations.
9. Commitment and passion to helping community improve health.
10. Knowledge of cancer screening tests is an asset.
11. Previous experience organizing and leading groups and events is an asset.
12. Postsecondary education is an asset.

NOTE:

The successful candidate will be required to provide immunization records, which may include TB testing prior to the start of employment to meet the requirements of the Staff Immunization and Surveillance Policy and Procedure