Community Health Centers of Greater Dayton

Community Education Specialist

Community Health Centers of Greater Dayton (CHCGD) is a non-profit health care organization whose mission is improving lives by providing preventative and primary health care services to those in need, regardless of ability to pay. We promote a family atmosphere and are looking for individuals who share our passion for providing quality patient care and excellent customer service. The Community Education Specialist develops and provides behavioral health education to individuals, groups and the surrounding communities and conducts limited community assessments.

Principal Duties and Responsibilities

1) Delivers behavioral health education services involving independent judgment and evaluation. Develops educational materials such as audiovisual aids, articles, brochures, fact sheets and public service announcements promoting behavioral health topics.
2) Collects and analyzes data from various sources to evaluate programs and determine need for additional educational programs or communications.
3) Develops curriculum for community education and offer in-service sessions for CHCGD Health Center staff and outside organizations.
4) Works with community contacts to promote behavioral health programs, teach individual and group classes, and work with groups to solve community health issues.
5) May be asked to write small grant proposals and report on program progress.
6) Performs other duties as assigned.

QUALIFICATIONS:

Excellent verbal and written communication skills. Must be able to present complex materials in a clear and concise manner. Must possess excellent presentation skills. Ability to effectively interact with individuals and staff member of diverse backgrounds. Excellent customer service skills. Excellent problem solving skills and ability to find/create alternate solutions to challenges. Excellent computer skills with MS Office Suite.

Bachelor’s degree in public health, health education, health promotion or related area, or significant previous experience required. Must have reliable transportation to meet with Health Center staff and to conduct community events.

To apply, please send your resume, cover letter and salary requirements to: sfleming@chcgd.org, or fax to (937) 586-9736. Please visit our website at www.communityhealthdayton.org.