



HUALAPAI NATION JOB ANNOUNCEMENT OPEN COMPETITIVE

JOB TITLE: Health Educator, Employee Working 4 Health
DEPARTMENT: Health, Education and Wellness Department
CLASS: Full-Time/Permanent, Covered/Non-Exempt
SALARY: Negotiable
OPENING DATE: August 26, 2016
CLOSING DATE: September 8, 2016

POSITION SUMMARY

The Health Educator will be primarily responsible for providing healthy lifestyle and diabetes prevention education to Tribal employees enrolled in *Employees Working 4 Health*. This position uses diabetes prevention strategies and the Indian Health Service (IHS) curriculum *Lifestyle Balance*. The health educator will work with other program staff and other tribal programs to implement outreach and motivational interventions to support positive health behaviors and to assess enrolled participants' health indicators, e.g., body mass index, HbA1c, and percent body fat. This position reports directly to the Nurse Case Manager/Professional Health Educator.

ESSENTIAL FUNCTIONS

- Provides individual and group health education that teaches food choice and activities behaviors known to decrease the risk of diabetes and considers community preferences.
- Familiarity with evidence based curricula or willingness to learn/be trained to deliver an evidence based curriculum.
- Works collaboratively with the *Employees Working 4 Health* team to design and implement health promotion activities.
- Conducts program specific health assessments and provides education to participants so they understand their health measures
- Provides practical approaches to behavior change to improve health measures.
- Provides small and large group education sessions that offer interactive activities to demonstrate healthy food choices and physical activities.
- Uses teaching strategies which incorporate concepts related to adult learning, readiness for change, empowerment and motivational interviewing.
- Maintains an assessment of topics covered and participants' understanding of health information.
- Works with existing team to develop innovative retention and recruitment activities.
- Upgrades skills in diabetes prevention education, teaching strategies and program relevant topics.
- Follows program protocols and procedures according to grant guidelines, tribal requirements, and local cultural values for project activities, data collection, and communications.
- Ensure that all program activities are performed with the utmost attention to patient confidentiality and HIPAA requirements.
- Participate actively in national, regional, and local Grantee project development and training meetings, as requested by program director and manager.
- Willingness to work outside the 8am-5pm work hours.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND EDUCATION:

- High School Diploma or Equivalent.
- Education Required: All qualified applicants should have experience in health education with a preference for knowledge in diabetes care, treatment and prevention.
- A minimum of two years of work experience as a health educator; a degree in Nursing, Dietetics, Nutrition, Health Promotion or related health field preferred but not required.
- Ability to apply specialized knowledge of diabetes prevention education emphasizing changes in food choices and physical activity.
- Ability to adapt to the schedules, needs and location of tribal employees.
- Knowledge of program specific health measures and recommended target levels.
- Familiarity with adult learning, behavior change, motivational interviewing techniques, learning styles and/or teaching strategies.
- Ability to independently adjust teaching methods for participants and community members.
- Ability to communicate effectively, both verbally and in writing with participants.
- Computer skills for word processing, communicating through electronic messaging, and obtaining credible information from the Internet.
- Submit to a pre-employment and random drug and alcohol screening.
- Submit to a background check before hire.

HOW TO APPLY:

Submit a completed Employment Application to: Human Resources Department, PO Box 179, Peach Springs, AZ 86434, fax (928) 769-1191, or call (928) 769-2215/2216 for information. To be considered for employment, the Human Resources Department must receive a completed application by 5:00 PM on the closing date. **A resume will not be accepted in lieu of a completed employment application.** All applications and supporting documentation submitted becomes the property of the Human Resources Department, please keep copies for your own reference.

PREFERENCE:

All applicants are considered without regard to age, sex, race, national origin, religion, marital status, or physical disability. However, preference may be extended to persons of Indian descent in accordance with Public Law 88-353, Section 703 (7-2-71) and Public Law 93-638, Section 7B.

THE HUALAPAI TRIBE IS AN EQUAL OPPORTUNITY EMPLOYER/PROGRAM
Auxiliary aids and services available upon request to individuals with disabilities