

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

PUBLIC HEALTH EDUCATOR ASSOCIATE

POSITION CODE: 36434
Effective: 10-16-92

DISTINGUISHING FEATURES OF WORK:

Under immediate supervision, assists in planning, maintaining, promoting and evaluating public health education programs; gathers data, drafts news releases and produces educational materials; performs work in accordance with established policies, procedures and goals under direction of a higher level educator or supervisor.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Assists in conducting a health education program in an assigned area.
2. Advises local health groups in order to assist them in developing and improving the health educational aspects of their programs.
3. Gathers information regarding local community needs and resources; writes reports and articles in order to stimulate public interest and to disseminate information regarding public health programs; may occasionally deliver speeches regarding public health programs.
4. Assists in conducting training programs and activities designed to improve the knowledge and performance of ancillary and allied health workers; assists with the selection of appropriate teaching and group work procedures to be utilized in the training program.
5. Conducts tests of various educational materials, visual aids and other techniques in order to determine their effectiveness.
6. Prepares to take the written examination required for certification as a certified health education specialist or, completes a master's degree in public health education or related areas.
7. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

PUBLIC HEALTH EDUCATOR ASSOCIATE (Continued)

DESIRABLE REQUIREMENTS:

Education and Experience

Requires a bachelor's degree in public health education or related area.

Knowledges, Skills, and Abilities

Requires elementary knowledge of the basic principles involved in the organization and administration of public health.

Requires elementary knowledge of the psychological and sociological concepts governing individual and group behavior.

Requires elementary knowledge of the methods and techniques used in developing public health education programs.

Requires elementary knowledge of the functions and activities of the various public health personnel.

Requires elementary knowledge of general chemistry, biology and the structure and functions of the human body.

Requires ability to assist in conducting health education programs.

Requires ability to maintain cooperative working relationships with local health groups and agencies.

Requires ability to advise local health committees regarding the development of community public health programs.

Requires ability to assist in conducting training programs and activities designed to improve the knowledge of ancillary and allied health workers.

Requires ability to present ideas effectively, both orally and in writing.