

## **HEALTH EDUCATION PROGRAMMING SPECIALIST**

### **Basic Purpose:**

Positions in this job research, design, plan, develop, implement and direct offender health education programs to include assessing offender needs; researching and initiating grant proposals to obtain funding; developing curriculum; conducting on-going evaluation of program delivery; training and supervising staff and peer educators for program delivery; manages grant allocations for funding targeted programs and services; and developing and implementing quality assurance standards and assessments for ensuring compliance and continuous improvement.

### **Typical Functions:**

- Researches and conducts evaluations and works with medical, psychological, and reentry staff to accurately assess offender health education needs.
- Researches and initiates grant proposals to continue funding for and expansion of peer education programming related to HIV/STD, reentry life skills, chronic disease self-management; and other medical maladies based on the assessed needs of offenders and their families.
- Plans, develops, implements, and provides oversight for peer education programs to include identification of needs, development of curricula, training of staff and peer educators, identification of community resources and provision of outreach/referral services and medical/health reentry skills for offenders and their families.
- Plans, develops, implements and directs gender-specific programming. May provide direct supervision of contracted staff for program delivery or management. Designs and utilizes quality assurance mechanisms to evaluate program effectiveness.
- Serves as a liaison with various state agencies and entities to coordinate educational services that meet the medical and health related reentry needs of the offender population. Functions as a referral source for various medical, mental, behavioral, and family needs following discharge from the Department of Corrections.

### **Knowledge, Skills, and Abilities:**

Knowledge of current principles, practices, and materials in the specialized field of health education; of the content matter in the area of instruction. Knowledge of

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Unclassified Job Descriptor

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research techniques and methodologies; of methods of data collection and reporting; of the graphical presentation of data; and of the principles and application of statistical analysis. Knowledge of the principles and practices of grants acquisition and implementation. Ability to plan, direct, and coordinate the activities of others; to communicate effectively, both orally and in writing; to establish effective working relationships; to organize and present information in a clear and concise manner; and to organize and coordinate resources to manage several projects simultaneously.

**Education and Experience:**

Statutorily Required: N/A

Minimum Qualifications: Master's degree in education, social science, or public administration, statistics or related decision sciences, and five (5) years experience in the research, design, development, implementation, direction, and evaluation of peer health education programs.

Preferred Qualifications: Doctorate degree in education, social science, or public administration, statistics or related decision sciences, and experience equivalent to or greater than that listed above.