



**Job Code:** 2023

**Grade:** 17

**HCWR:** N

**Job Title**

Public Health Educator II

**Department**

Public Health

**Job Summary**

Under the direction of the STI/HIV Program Manager in the Communicable Disease Unit, the STI/HIV Prevention and Outreach Educator will provide prevention education and outreach for the Cook County Department of Public Health/Communicable Disease Unit (CCDPH/CD). Works as a part of an interdisciplinary team both within the division and within the agency, coordinating STI/HIV prevention education activities, including presentations, street and community outreach, and media-delivered messages to meet CCDPH STI/HIV prevention objectives. Conducts STI's surveillance activities and provides prevention education services and outreach to agencies that render services to clients in the suburban Cook County jurisdiction and provides technical assistance to such agencies.

**Typical Duties**

- Plans and develops culturally sensitive, risk-targeted interventions designed to promote risk reduction and utilization of STI/HIV to be implemented by Cook County agencies and to identify and refer to STI/HIV patients to counseling, case management, and treatment.
- Attend trainings as requested to develop skills in STI/HIV prevention quality assurance standards and other work related topics.
- Assures adherence to Illinois Department of Public Health (IDPH) and CCDPH quality assurance standards and protocols for the unit's STI/HIV prevention interventions.
- Schedules outreach presentation to provide risk reduction tools and educational materials to agencies working with STI/HIV impacted clients in the Cook County jurisdiction.
- Targets organizations for linkage-development which could fill gaps in channels for prevention and outreach education.
- Plans the development of media-delivered (print or electronic) targeted risk reduction messages for the STI/HIV unit; maintains the STI/HIV department's media present.
- Purchases CRP-approved posters, videos, and materials needed for media message development distribution.
- Represents as assigned STI/HIV prevention interests and expertise on the CCDPH Meetings, and inter-agency committees and community meetings as assigned.
- Attends continuing education opportunities as requested to develop skills in STI/HIV risk reduction promotion.
- Maintain an updated Service Referral Resources database of funded and unfunded Community-Based Organizations (CBO's), prioritized populations reached by those agencies, and HIV-prevention-relevant services and materials they deliver.
- Leads STD Awareness Month, World AIDS Day activities; and participates in health fair events.
- Investigates cases and enters information into internal and external databases.
- Assists in the creation of periodic surveillance reports concerning STI/HIV trends and program utilization.



### **Minimum Qualifications**

- Master's in Public Health or related field from an accredited college or university with two (2) years full-time experience in STI and/or HIV prevention, education and outreach OR
- Bachelor's in Arts or Bachelor's in Science with five (5) years full-time experience in STI and/or HIV prevention, education and outreach.
- Experience in communicable disease investigation, infectious disease control, knowledge of STI and HIV symptomology.
- Possession of a valid driver's license in good standing and a dependable means of transportation required.
- Must be trained and certified in NIMS FEMA IS - 100.b Management within six (6) months of employment (required).

### **Preferred Qualifications**

- Demonstrated performance in communicable disease case investigation.
- Practical knowledge of epidemiologic field methods.
- Fluency in Spanish.
- Working knowledge of Microsoft Office Excel, Word, PowerPoint and Outlook.
- Excellent organizational skills and proven expertise in managing and mastering details.
- Excellent interpersonal, oral and written communication skills.

### **Knowledge, Skills, Abilities and Other Characteristics**

- Expertise in prevention and intervention strategies.
- Working knowledge of Microsoft Office Excel, Word, PowerPoint and Outlook.
- Must have good written and verbal communication skills
- Inter-agency project planning, leadership and facilitation skills.
- Strong skills in time management, organization and oral and written communication
- Ability to design and implement objective-based training to strengthen the skills or attitudes of professionals or other community members to implement or promote targeted STI/HIV risk reduction programs.
- Ability to provide and to train others to provide prevention education and interventions which are organized, accurate, credible, understandable and culturally competent to audiences diverse in education, culture, age, gender, and sexual orientation.
- Ability to travel as needed to any location in suburban Cook County.

### **Physical and Environmental Demands**

This position is functioning within a healthcare environment. The incumbent is responsible for adherence to all hospital and department specific safety requirements. This includes but is not limited to the following policies and procedures: complying with Personal Protective Equipment requirements, hand washing and sanitizing practices, complying with department specific engineering and work practice controls and any other work area safety precautions as specified by hospital wide policy and departmental procedures.



**The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of the personnel so classified.**

**For purposes of the American with Disabilities Act, “Typical Duties” are essential job functions.**