

**Title:** Occasional Health Educator\*

**Reports to:** Assistant Director or Senior Health Educator dependent upon position.

**Department:** Programs

**Opening available in the following areas of focus:** Nutrition, Exercise Science and Cooking

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**Basic Function:**

The occasional health educator delivers consistent, high quality health education to children preK-12<sup>th</sup> grade and adults. The Poe Center has curriculum for five broad health education topics: general health, family life, dental health, substance use prevention and nutrition/physical activity. This position would serve in all five program areas, although *this position will primarily focus on nutrition, exercise science and/or cooking programs.*

The health educator assists in the research, design and development of health education curriculum, evaluation instruments and supplemental materials. The health educator is responsible for day-to-day responsibilities related to the delivery of instructional programs at the Poe Center and offsite, including teacher training, community outreach and development and maintenance of resource materials.

**Knowledge, Skills and Abilities:**

- A thorough understanding and mastery of the principles of education. (learner-centered, experiential, popular education)
- Experience in curriculum design and development, education, technical writing, and evaluation.
- Facilitation or teaching experience with youth.
- Ability to make independent decisions and manage various responsibilities with minimal supervision.
- Ability to develop clear, concise program goals, objectives, work plans and reports.
- Ability to work effectively as a team member in a diverse workplace.
- Knowledge of health and nutrition, food access, food systems, basic cooking practices and/or exercise science.
- Strong stand-up teaching skills (learner-centered).
- Strong communication skills, including oral, written and interpersonal.
- Proven organization and time management skills.
- Strong commitment to the Poe Center mission and values.
- Bilingual candidates preferred (English/Spanish).

**Qualification Requirements:**

- A Bachelor's degree in Nutrition, Exercise Science or equivalent is required.

- Minimum of two years of practical education/teaching experience in learner-centered training environments.
- Proficient in the use of educational and office technologies - including, but not limited to Microsoft Word, PowerPoint and Excel.
- Demonstrated understanding of the principles of prevention best practices, health education, experiential learning techniques and the art of teaching.
- Demonstrated experience in program implementation and evaluation.
- Demonstrated excellence in written, oral and interpersonal communication skills.
- Excellent presentation and facilitation skills.
- Ability to relate to students (Pre-K - 12 and adult.)
- Willingness to be flexible and adapt as needed in the Poe team environment.

**To apply send resume and cover letter to:**

Rachel Pohlman, Nutrition Director, [r.pohlman@poehealth.org](mailto:r.pohlman@poehealth.org)

*\*An Occasional Health Educator has no set number of hours. The hours may vary greatly from one week to the next, depending upon the needs of the Poe Center, our admission numbers and your flexibility and availability.*