

**KERN COUNTY SUPERINTENDENT OF SCHOOLS**  
**REVISION APPROVED MAY 2018**  
**RANGE: 42.0**  
**CLASSIFIED**  
**CODE: NONE**

## **PROJECT FACILITATOR – HEALTH SERVICES**

### **DEFINITION**

Under supervision, the Project Facilitator – Health Services will conduct intervention and prevention education activities and provide implementation support for projects developed by the Department of School-Community Partnerships related to increasing positive health outcomes.

### **ESSENTIAL FUNCTIONS**

Delivery of health education and prevention programs, including interventions to youth in varied learning settings;

deliver informational presentations to youth, parents, and community members;

participate in trainings to enhance skills for delivery of information related to: comprehensive sexual health education; teen pregnancy prevention education, tobacco use prevention education, nutrition education promotion, school safety requirements, mental health promotion, positive youth development, and school climate priorities;

conduct research and review prevention and intervention literature to tailor programs to participant needs and identify strategies to increase access to care and services;

work with community partners, organizations and county agencies to promote intervention and prevention;

participate in local, state, and federal activities and trainings as required;

participate in trainings, staff meetings, and collaborative alliance meetings as scheduled;

prepare materials for use in presentations;

coordinate and participate in youth engagement activities;

coordinate program timeline to ensure all activities, reports, and related duties are completed by program deadlines;

assist with state level and local level evaluation and data collection activities;

compile and maintain a variety of reports and logs as required;

perform other work-related duties as assigned.

### **QUALIFICATIONS**

#### *Knowledge of:*

Current health intervention and prevention program models;

community agencies and organizations, services, and resources available in Kern County;

current trends in one or more of the following: teen pregnancy, comprehensive sexual health, tobacco cessation, mental health promotion, school climate priorities, nutrition, and positive youth development;

working knowledge of data collection, data entry, record keeping, and computer skills.

*Ability to:*

Maintain the essential core competencies to meet the knowledge and skill required for the position;

deliver sensitive information with fidelity in an unbiased and professional manner;

work with at-risk students with diverse needs including court, community, and non-traditional school settings;

research, gather, analyze, and maintain data and information essential to the project;

assist in grant writing development;

maintain confidentiality of information;

manage multiple programs and responsibilities with guidelines and timelines;

maintain professional conduct working with people and organizations with different viewpoints;

work effectively with diverse individuals and groups;

use excellent written and verbal communication skills;

drive to distant program site(s);

perform other work-related duties as assigned.

*Experience:*

Two (2) years' experience in relevant prevention education programs, social service, or community based activities;

experience working with youth from diverse socio-economic, ethnic, and cultural backgrounds;

experience in evaluation and data collection activities.

*Education:*

Bachelor's degree in a related field or four (4) years of experience in implementing health education and/or prevention education programs.

*Conditions of employment:*

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position has a probationary period of six months or 130 days, whichever is longer.

TS: rn

4/26/18

G:\Project Facilitator – Health Services.doc