

SENIOR ENVIRONMENTAL HEALTH EDUCATOR

NATURE OF WORK

This is advanced environmental education work in protecting human health by developing, implementing, managing and evaluating efficient and effective environmental health/quality education programs.

Work involves: facilitating extensive community collaboration; assisting in communicating risk to the public and elected officials; developing strategies to effect population level behavioral change; gathering, analyzing and interpreting data and writing reports; facilitating internal strategic planning; identifying resource needs and funding opportunities; coordinating and writing grants and grant reports. Work also involves responsibility for leading, coaching and coordinating professional and technical staff, including serving as the Environmental Education Team Leader for the Environmental Public Health Division. Work may involve supervising and coordinating the activities of professional and support staff engaged in community health/quality environmental education programs. Considerable independent judgment and personal initiative is expected within the framework of established policies. Work is performed under the general supervision of the Division Manager or Environmental Health Supervisor, with work being reviewed through conferences, reports and results achieved.

EXAMPLES OF WORK PERFORMED

Develops and implements strategies to achieve division and department goals and objectives for comprehensive environmental health/quality education programs.

Gathers, analyzes, and interprets environmental health/quality data and develops reports.

Coordinates and writes/edits news releases and health advisories; acts as liaison with news media; contacts editors and news directors to arrange for special media coverage.

Coordinates, plans and arranges demonstrations, displays, exhibits, tours, lectures, films, web-based training, satellite based training, and other environmental education events.

Identifies resource needs and funding opportunities; develops grant applications and reports.

Coordinates volunteer efforts to conduct environmental education campaigns, cleanups, litter reduction activities, water quality testing, storm water stenciling, etc.

Develops, coordinates and conducts internal and external workshops and training seminars for stakeholders, including computer-based, web-based and satellite training.

Develops and maintains effective working relationships with public, civic, professional and volunteer agencies engaged in environmental health related activities; promotes and publicizes the department's activities and programs.

Conducts community environmental health assessments, with emphasis on identifying impacts on racial/ethnic minorities and sensitive populations.

Facilitates stakeholder involvement and leads or participates in community collaboration and development activities to promote environmental health/quality education.

Reviews best practices in environmental health education, risk communication and marketing; implements models proven to cause population behavior change.

Develops presentations for and communications with the Mayor, City Council, County Board, Board of Health, Planning Commission, and various entities.

Assists Environmental Health Supervisor or Division Manager in budget preparation and justification; provides fiscally responsible program oversight; monitors revenues, expenditures and staff time/activity.

Coordinates, writes/edits, and disseminates effective print, visual, video and audio educational information, including computer and Inter- and Intranet web applications.

Builds coalitions, partnerships, and cooperative ventures with key entities, agencies and stakeholders.

Explains environmental health/quality regulations, ordinances, policies, and procedures based on guidance from supervisor and established policies.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Considerable knowledge of the environmental health and quality issues in the local community and region.

Considerable knowledge of environmental equity/justice and sensitive populations issues.

Considerable knowledge of current practices in environmental health education, risk reduction, disease prevention, pollution prevention, community marketing and outreach.

Considerable knowledge of methods, practices and techniques involved in community environmental health/quality assessment.

Considerable knowledge of grant writing procedures and program development.

Knowledge of the principles and practices of public health administration.

Ability to implement effective population behavioral change programs.

Ability to plan, assign, coordinate and evaluate professional and support staff work.

Ability to make sound decisions within the framework of department policy.

Ability to present complex information in a non-technical way.

Ability to communicate effectively orally and in writing.

Ability to establish and maintain effective working relationships with coworkers, peers in other agencies, stakeholders, and public officials.

DESIRABLE TRAINING AND EXPERIENCE

Graduation from an accredited four-year college or university with major course work in environmental education, public health, public health education, environmental health, environmental science, or related field, plus thorough experience in responsible environmental or community health education.

Master's degree in education, communication journalism, English, public or business administration or related field.

MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university with major course work in environmental education, public health, public health education, environmental health, environmental science, or related field plus considerable experience in responsible environmental or community health education; or any combination of training and experience which provides the desirable knowledge, abilities and skills.

NECESSARY SPECIAL REQUIREMENT

Possession of a valid driver's license when operating a vehicle is necessary for the satisfactory performance of assigned duties.

11/12

ps3632