OHIO CLASSIFICATION SPECIFICATION
Developed for Equal Opportunity

NEW AUG 0 2 1987

CLASS TITLE:	CODE:
Health Educator	65233C
MAJOR AGENCIES: County Offices, Universities	**JURISDICTION:** Cnty., Univ.

FUNCTION: Under general supervision from health planning administrator or social program administrator, assists local health agencies or groups in developing, implementing & evaluating health education programs or services, provides &/or develops health education materials, serves as consultant to local health agencies &/or school systems & special interest groups & evaluates effectiveness of health education programs/projects; PERFORMS RELATED DUTIES AS REQUIRED

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	35-41	Develops health education programs for local health groups &/or clinics, assists local agency staff in planning programs, coordinates & conducts workshops & seminars to improve quality of health services, assists in obtaining finances to meet program expenses, monitors progress through onsite visits & quarterly report reviews & develops educational materials & provides these upon request.	Knowledge of (1) health education, (2) public relations, (3) budgeting*, (4) family planning, adolescent health or perinatal & infant health; ability to (5) write instructions concerning implementation of health education programs, (6) gather, collate & classify information about data, people or things, (7) define problems, collect data, establish facts & draw valid conclusions, (8) handle routine & sensitive inquiries from & contacts with public health officials & other governmental or public representatives & special interest groups.
2	17-23	Provides health education materials upon request; develops & maintains bibliographies, reference materials, &/or films on specific health education subjects; assists in development of teaching moduals or literature for special groups; prepares articles for publication; assists universities & colleges by providing avenues for orientation & placement of students.	Knowledge of 1, 2, 4; ability to 6, 7, 8, (9) prepare &/or edit educational materials for publication or distribution.
3	20-26	Provides consultation & technical assistance to school systems, health education groups, family planning & adolescent health projects, maternity clinic personnel & other health education programs; participates in in-service educational programs, meetings & workshops to prepare staff for implementation of health education programs; acts as liaison with health	Knowledge of 1, 2, 3*, 4; ability to 5, 6, 7, 8.

(837) 123:1-7-17

*Developed after employment

UNUSUAL WORKING CONDITIONS:
Requires travel.

MINIMUM CLASS REQUIREMENTS: *(including license, if any.)* Completion of undergraduate major core coursework in health education & 6 mos. exp. in assisting in &/or developing health education programs (or 3 years exp. in developing health education programs &/or preparation & delivery of health education literature &/or presentations); or equivalent.

TRAINING & DEVELOPMENT:

FORM ADM-4134

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Health Educator	65233C

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JURISDICTION: Cnty., Univ

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
		education groups (e.g., society for public health educators, state planning committee for health educators).	
4	16-22	Monitors, evaluates, coordinates & analyzes effectiveness of health education projects; compiles statistical summaries of services & performs periodic onsite visits; investigates projects & recommends appropriate action to project personnel; maintains field activity reports & prepares other reports & correspondence.	Knowledge of 1, 2, 3*, 4; ability to 5, 6, 7, 8, 9, (10) prepare meaningful, concise & accurate reports, (11) use statistical analysis.

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123/-7-17

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UNUSUAL WORKING CONDITIONS:

MINIMUM CLASS REQUIREMENTS: *(including license, if any.)*

TRAINING & DEVELOPMENT

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CLASS TITLE: Health Educator

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