

The Marshall County Health Department is advertising for a **Community Health Program Specialist.**

**Credentials/qualifications required:** High School Diploma/GED, Bachelor’s Degree preferred.

**Scope of Work:**

This position reports directly to the Nutrition Services Supervisor. Scope of work includes working with the Nutrition Department and Marshall County Schools in facilitating after school programming at the elementary and/or middle school level. Assists with the collection and analysis of data related to measurements of the program's effectiveness. Facilitates activities/games and delivers evidence-based presentations to youth participants on character and physical health; Scheduling, conducting, and processing biometric screenings at Marshall County Board of Education sites (schools) and other facilities with Kentucky Employee Health Plan (KEHP) benefits; Collaborate with Health Education Department to provide education/presentations to a wide variety of audiences covering topics such as tobacco, abstinence, cancer, substance mis-use and/or other public health topics as needed based on MCHD local initiates. Presentation delivery modes will vary based on audience. Attend any relevant training necessary to competently teach applicable subject matter. Must be comfortable and proficient with public speaking. Maintain accurate records related to Health Education and Nutrition program activities. Compile records on a routine basis and analyze for trends and patterns. Routinely report findings to Health Education and Nutrition department and funding entity, if applicable. Participate with the Marshall County Health Coalition, and other community groups, to promote healthy behaviors. Attend and participate in community events such as awareness events, health fairs and community gatherings.

**Compensation and hours:** Starting pay $16.00 - $18.10. Pay will be within this range depending upon level of education and experience. A 5% pay increase will be awarded upon successful completion of 6-month probation. Full-Time / 37.5 hours per week / Hours 8:00 AM – 5:00 PM Monday – Thursday with two 15-minute paid breaks and one 30-minute non-paid lunch break / 8:00 AM – 11:30 AM Friday

**Benefits**: This position comes with full benefits package to include retirement, health insurance, flexible spending account options, dental, life insurance, deferred compensation, vacation, sick, and paid holidays.

**Application Process:** Application can be found on our webpage at marshallcohealthdepartment.org. Completed application, transcript (if applicable), and any other supporting documents such as cover letter or resume must be submitted by 11:00 am CST, June 30th. Applications will be accepted by email at [Nikki.crass@mcphd.org](mailto:Nikki.crass@mcphd.org), by mail to 267 Slickback Road, Benton, KY 42025 attention Nikki Crass, or in person at the same address. **Resume will not substitute for completed application**.

**Requirement for Interview:** Any individuals chosen to interview for the position will be required to do a 10 minute presentation on smoking/vaping that is geared towards Middle School Students during the interview process

***Equal Opportunity Employer.***

Applicant hired for this position will be required to submit to a drug screening test and background check.