



<b>Job Title:</b>	Health Educator	<b>Position Type:</b>	Full Time
<b>Division:</b>	Adolescent Health	<b>Classification:</b>	Exempt
<b>Reports To:</b>	Adolescent Health Program Manager	<b>Travel Required:</b>	Yes

### Job Summary

IWES is seeking a highly motivated individual to serve as a Health Educator. The Health Educator is primarily responsible for teaching and implementing comprehensive sexual and reproductive health programming through the Believe in Youth-Louisiana 2.0 (BY-LA 2.0) Program. This is a full-time, salaried position under the supervision of the BY-LA 2.0 Program Manager. The BY-LA 2.0 program is a teen pregnancy and HIV prevention program targeting African American and Latino youth, ages 11-19 in Southeast Louisiana. This person will support the Program Manager in the implementation of the program and community engagement activities. The Health Educator will also conduct data entry for project evaluation and also support outreach and recruitment activities.

### Key Functions and Responsibilities

- Teach and implement BY-LA 2.0 sexual and reproductive health classes and related programmatic activities.
- Coordinate recruitment and retention of project participants.
- Provide general programmatic support to the Program Manager and other program staff as needed.
- Assist in maintaining participant database for monitoring and evaluation activities.
- Assist the Program Manager and other program staff in maintaining and developing program activities, including reports, and supporting materials.
- Assist in developing promotional and educational materials for programs and initiatives.
- Distribute programmatic and health information at community events including health fairs.
- Plan and organize youth graduation ceremonies.

### Knowledge and Skills Required

- Bachelor's degree in Public Health, Education, Social Work, or equivalent. Master's degree preferred.
- Minimum of two (2) years of teaching experience; or experience with program design, implementation and evaluation, community organizing, and coalition building.
- Knowledge, skills, and abilities relating to youth risk reduction (i.e., teen pregnancy prevention/HIV prevention) interventions, sexual and reproductive health, and adolescent health.
- Working knowledge of research methodologies, database management and program evaluation.
- Demonstrated experience working directly with culturally, ethnically, racially, and sexually diverse youth populations and with youth-serving organizations.
- Proficiency in current versions of Google Suite (Docs, Sheets, and Slides) and Microsoft Office (Word, Excel, and PowerPoint).
- Excellent interpersonal and written communication skills.
- Self-motivated; ability to work independently and as a team player, manage simultaneous tasks and deadlines, and take initiative on projects.
- Excellent organizational and time management skills.
- Commitment to organizational mission is essential.

- Reliable personal transportation.
- Proficiency in Spanish preferred.

**Special Requirements:**

Willingness to work occasional night and weekend hours. Limited travel may be necessary.  
Salary commensurate with experience; excellent benefits package.

Institute of Women & Ethnic Studies  
Attn: Chief Operations Officer  
2021 Lakeshore Drive, Suite 220  
New Orleans, LA 70122  
[jobannouncement@iwesnola.org](mailto:jobannouncement@iwesnola.org)  
Applications Deadline: July 15, 2021