



Health Educator - Full Time

Health Educator (Bilingual a plus)

This full-time position (40 hours per week) offers a competitive hourly pay rate starting at \$23 per hour or commensurate with education and experience.

Reports to: Director of Education and Partnerships

Hours: M-F with weekend work required at times

Brief Description

The Health Educator is responsible for delivering A Step Ahead health education programs and information in a classroom setting and in the Shelby County community.

Classroom health education involves delivering structured health education and social programming to adolescents and young adults, throughout Memphis and Shelby County.

Community health education involves representing A Step Ahead Foundation to the public at community events like health and resource fairs.

Key Responsibilities

- Deliver health education programs and information in an engaging, age-appropriate, and friendly manner
 - Revise or develop new curricula as necessary to meet the needs of the community
- Complete health education information and program sessions with local community schools, organizations, and groups. Subjects include but are not limited to: ASAF services, resources, goal setting, hygiene, anatomy, sexual health, consent, self-esteem, and STI/HIV and pregnancy prevention.
- Prepare for and attend community events providing attendees with available materials, supplies, and educational content.

- Track and document program progress and accomplishments using tools such as sign-in sheets, consent forms, detailed notes, photos, and any other means deemed appropriate.
- Complete assigned tasks or projects to further the mission
- Prioritize assignments to ensure that timelines and deliverables are met
- Maintain a positive work environment by adhering to policies and procedures
- Interact professionally with program participants, coworkers, teammates, donors, and volunteers.
- Other duties as assigned

Required Skills and Education

- Excellent written and verbal communication skills; must be a clear, consistent, and grammatically correct communicator
- Direct service experience in public health, youth work, afterschool, or related fields with a focus on program and community initiatives
 - Some knowledge of sexual health education for adolescents is a plus
- Ability to relate to and engage young people in a safe and healthy way
- A self-starter with organizational and time management skills
- Must be flexible and open to the changing demands of a small organization
- Willing to step into other tasks as needed and requested by ASAF management
- Ability to respect and work effectively with people from diverse cultural, economic, and ethnic backgrounds.
- Basic proficiency in the Google and Microsoft Suites
- Bachelor's degree preferred but not required.
- Spanish fluency is a plus
- Must have a valid driver's license

Background Check: All job applicants must pass a pre-employment criminal background/qualifications check once a conditional offer of employment has been made. Applicants will be required to sign an informed consent statement allowing ASAF to obtain their criminal history and/or verify their qualifications in connection with the position sought. For applicants who do not sign the informed consent

form, ASAF will withdraw the conditional job offer, resulting in the job applicant no longer being considered for the position.

Please use the following link to send us your resume and a cover letter that includes why our mission resonates with you-

[Health Educator Resume & Cover Letter Link](#)

We can only consider candidates who submit both a resume and appropriate cover letter.

Questions? Email outreach@astepaheadfoundation.org