



CITY OF BRIDGEPORT, CONNECTICUT



The Department of Health and Social Services is now accepting resumes for the contractual position of

HEALTH EDUCATOR

CONTRACT POSITION

Pursuant to this contracted position, the City anticipates an engagement with one individual. Compensation is set at \$40.00 an hour. The contract would be generated by the Office of the City Attorney and take the City's desired form.

Hours: Full Time Average 40 hours per week – July 1, 2024 through March 31, 2025

The Health and Social Services Department has received Enhancing Laboratory Capacity (ELC) funding to prevent the spread of disease, conduct surveillance and develop health promotion materials.

To Apply: Please email a cover letter, resume, the supplied application, degree, and license verification to sumit.sharma@bridgeportct.gov

Accepting complete submissions until the contracted position is filled.

(Any/all changes to this opening shall be at the discretion of the City of Bridgeport)

GENERAL STATEMENT OF DUTIES:

The Health Educator will be responsible for disease prevention and the development of health promotion activities in the City of Bridgeport.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The essential functions described below are the primary duties of the position. There may be other types of work that may be performed, and the omission of a particular function does not exclude them from the position, provided the function is similar in work, related to the work or logically assigned to the position.

- Community outreach and development of health promotion program plans
- Designs and implements health education programs or deliverables on infectious disease prevention.
- Develops goals and objectives to ensure health needs of vulnerable communities are met.
- Evaluates program plans and performance under the direction of the Health Director.
- Implements changes to programs when needed for quality control.
- Prepares educational and outreach materials to provide community assistance.
- Interprets and summarizes Connecticut guidelines for public use.
- Assists in grant writing and participates in achieving objectives.
- Updates and informs infectious disease prevention policy changes to community health workers, health care services, local businesses, and schools.
- Remains in constant communication with peers, state officials, local health officials and the general public.
- Work closely with the city's Communications Department on the development, distribution and promotion of health education materials.

MINIMUM EDUCATIONAL REQUIREMENTS

As to educations, training, and experience:

- Bachelor's degree in Public Health or related health sciences
- Experience in a public health setting preferred
- Any equivalent combination of education and experience.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Ability to interpret data and apply the data to create efficient health promotion programs.
- Ability to maintain confidentiality and practice communication in a non-discriminatory manner with culturally diverse populations.
- Ability to establish working relationships within a team of people.
- Ability to remain active on the job and travel in the city when needed.
- Ability to handle a high-speed environment and large workload.
- Knowledge of the cause, transmission, and prevention of infectious diseases.
- Knowledge of computer applications, such as Microsoft Office apps.
- Knowledge of determinants of health.
- Knowledge of Reopening Connecticut guidelines and recommendations from CDC or CT DPH.
- Understanding of social, public, and environmental health indicators, to ensure initiatives are designed appropriately.
- Portrays a positive attitude and excellent work ethic.

LICENSES AND CERTIFICATIONS

- Valid Connecticut Driver's License — This job requires driving.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

The physical demands and work environment characteristics described here are representative of those that must be met by the contractor to successfully perform the essential functions of this position. Reasonable accommodations which do not cause undue hardship may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this position, the contractor is frequently required to walk, sit, type, listen and talk.

“This is a contract position that will be governed by a contract and not employment provisions, the City remains an equal opportunity employer and all submissions will be considered on an equal opportunity basis”.

The City of Bridgeport is an Equal Opportunity Employer for All



CITY OF BRIDGEPORT, CONNECTICUT
CIVIL SERVICE COMMISSION

CITY HALL • 45 LYON TERRACE • BRIDGEPORT, CONNECTICUT 06604

Employment Application

Position Applied for		Date	
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APPLICANT INFORMATION									
Last Name				First Name			M.I.		
Mailing Address						Apartment/Unit #			
City				State			ZIP		
Phone				E-mail Address					
Commercial Drivers License (CDL) (Yes/No)				CT Drivers License (Yes/No)					
Are you a citizen of the United States?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	If no, are you authorized to work in the U.S.?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
Have you ever worked for the City of Bridgeport before?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	If so, when?				

EDUCATION										
High School				Address						
From		To		Did you graduate?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	Degree	
College				Address						
From		To		Did you graduate?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	Degree	
Other				Address						
From		To		Did you graduate?	YES	<input type="checkbox"/>	NO	<input type="checkbox"/>	Degree	

REFERENCES				
<i>Please list three professional references.</i>				
Full Name			Relationship	
Company			Phone	
Address				
Full Name			Relationship	
Company			Phone	
Address				
Full Name			Relationship	
Company			Phone	
Address				

PREVIOUS EMPLOYMENT					
Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?				YES	NO

Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?				YES	NO

Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?				YES	NO

DEMOGRAPHICS				
<p>For the purposes of Affirmative Action, we are requesting that you fill out the data below. This data will in no way be used to influence your possible selection for any position. The purpose of collecting this data is statistical and may help this office to determine whether advertising is reaching all segments of the community.</p>				
GENDER:	FEMALE <input type="checkbox"/>	MALE <input type="checkbox"/>	HISPANIC or LATINO <input type="checkbox"/>	
ETHNICITY:	WHITE <input type="checkbox"/>	ASIAN <input type="checkbox"/>	BLACK or AFRICAN AMERICAN <input type="checkbox"/>	AMERICAN INDIAN or ALASKA NATIVE <input type="checkbox"/>
NATIVE HAWAIIAN or PACIFIC ISLANDER <input type="checkbox"/>		TWO or MORE RACES <input type="checkbox"/>		OTHER <input type="checkbox"/>

DISCLAIMER AND SIGNATURE	
Signature	Date

I certify that all information supplied on this application is accurate and truthful to the best of my knowledge. I understand that any misrepresentation of facts is cause for refusal of employment and/or termination of employment.

I understand that, if I am hired as a seasonal or part-time employee, I am not eligible for any City of Bridgeport sponsored benefits.

In the case of an emailed application, entering your name above will constitute an electronic signature. You may be asked to sign this application in person if you are offered a position with the City of Bridgeport.

It is the policy of the City of Bridgeport to employ, train, compensate, and promote individuals without regard to race, religion, national origin, sex, sexual orientation, age, disability, veteran status, or other characteristics protected by law.