



## Health Educator

### Mission

Waimānalo Health Center is rooted in Native Hawaiian values and devoted to improving the health and wellness of all people, regardless of ability to pay, by providing comprehensive primary and preventive health care services of the highest quality.

### Vision

Waimānalo Health Center is dedicated to the continuous advancement in quality healthcare while assuring universal access for all. We believe that our values of Aloha, Mālama I Ka Pono, Mālama I Ka 'Ohana, and Mālama I Ka 'Āina, enable our patient-centered healthcare home services to deeply focus on the shared role of healing oneself, 'ohana, community, and 'āina over generations.

### Core Values and Guiding Principles

Our values at Waimānalo Health Center promote Hawaiian-centered diversity, equity, and inclusion by welcoming all members of the Ko'olaupoko community to access our holistic services ranging from traditional Hawaiian healing practices to Western medicine.

**Aloha:** We listen to people with our full attention, seeking to know them and understand their health care and wellness needs and aspirations for themselves, their family and community. We will respond, to the best of our abilities, as caring, compassionate, engaged, and professional partners in healthcare.

**Mālama I Ka Pono:** We know that quality healthcare starts with people's trust in our services and the excellence of our care for them and the resources entrusted to us to meet their needs. We are committed to maintaining their trust by treating people with respect and confidentiality, and by being open about our organizational practices and results, seeking to continuously improve our work.

**Mālama I Ka 'Ohana:** We believe that wellness embraces the whole family, and we welcome their participation in the healthcare of their loved ones. Our belief extends from the Ahupua'a of Waimānalo throughout Ko'olaupoko where we build the foundation for good health and wellness for everyone, and we seek collaborative partners who share our values and vision.

**Mālama I Ka 'Āina:** We understand the importance of one's sense of place and the holistic nature of health and wellbeing. Through integrative services we support the balance of body, mind, and spirit, while respecting one's cultural connectedness to the 'āina of Hawai'i. Ka Maui O Ka 'Āina A He Maui Kānaka: The Life of the Land is the Life of the People

*We are seeking a dedicated, talented, and team-oriented Health Educator to join our 'ohana (family) to support our mission and values.*

*Waimanalo Health Center is dedicated to offering employees an exceptional work environment and offers competitive salaries and benefits.*

### Summary

The Community Health Education Worker (CHEW) performs any combination of the following instructional tasks in the classrooms, on and off campus (field trips), and all other designated places

to primarily assist the intermediate (6<sup>th</sup> – 8<sup>th</sup> grade) students of Waimānalo Elementary and Intermediate School and other students in the Ko`olaupoko service area.

## **Benefits**

- Health Benefits (Medical, Dental Drug, Vision)
- Employee coverage paid by WHC Employee Retirement Savings Plan 403(b) – Employer match 50% of employee contribution up to a maximum of 3% of employee wages after six months of employment.
- Flexible Spending Program
- Paid Holidays – 10 Full days and 2 Half Days
- Paid Time Off (PTO): Accrual based on working 40 hours per week
  - 1 to 3 years – Max. Accrual = 120 hours
  - 3 to 8 years – Max. Accrual = 160 hours
  - 8 + years – Max. Accrual = 200 hours
- Paid Wellness Hours (2 hours per pay period based on FTE)
- Wellness Bucks – Up to \$200 annually
- Bereavement Leave
- Makahiki – Employee Appreciation Day
- Jury Duty Pay Casual Dress Friday Longevity Benefit After 5 or more years of service
- Tuition Assistance Program
- Discounted Medical,
- Dental and Vision services provided by WHC Employee Assistance Program (EAP)
- Group Term Life Insurance Supplemental Group Term Life Insurance & AD&D Insurance
- Lifestyle Benefits
- Free Parking

## **Qualifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must have the good oral and written communication skills, and the ability to resolve problems and prepare written reports, other necessary communications in a professional manner.
- Must have the ability to work with diverse cultures.
- Must be able to work with clinic personnel in other departments, when appropriate.
- Must adhere to the policies and requirements of Community services.
- Positive attitude, compassionate, follow directions, work well with others, be a multi-tasked oriented person
- Interact and communicate effectively, respectfully, and sensitively to visitors, patients, staff members, Board Directors, and community members in a professional and culturally appropriate manner.
- Ability to use MS Office, use electric typewriter, facsimile machine, copier, and other standard office equipment.
- Skilled in understanding, recording, and reporting data collected for required reporting purposes
- Ability to read, analyze, and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.

- Able to be flexible, cope with stressful situations in a calm and deliberate manner
- Work independently, have organizational and problem-solving skills
- Ability to function with little to no supervision

### **Minimum Qualifications**

- High school diploma or equivalent required.
- Associate degree or equivalent from an accredited college or university; or
- A minimum of 3 years related experience and/or training; or
- A combination of training, education, and experience that is equivalent to one of the employment standards listed above and that provides the required knowledge and abilities to perform the essential functions of this position.
- Current Hawaii State Driver's License of appropriate class for van vehicles

### **Certificates, Licenses, Registration**

- Two-Step Tuberculosis clearance within the past one year is required.
- Proof of full vaccination and booster against COVID-19 is required.