

ENVIRONMENTAL HEALTH EDUCATOR

DISTINGUISHING FEATURES OF THE CLASS: This is a professional education and outreach position which involves organizing, planning and implementation of educational and outreach programs. This position differs from the Public Health Educator in that the Environmental Health Educator works specifically with recycling, composting and other solid waste management programs and activities, and does not usually work with other environmental health programs, such as rabies awareness, lead poisoning, vector-borne disease, general public health protection programs, etc. Responsibilities include organizing workshops, forums, and discussion groups to meet those needs, as well as conducting surveys to understand public education needs regarding recycling, composting and other solid waste management activities. Duties include public speaking and making presentations. Work is performed under general supervision with leeway allowed for the use of independent judgment in carrying out the details of the work. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Plans, and implements educational programs, presentations, and/or workshops to further the goals and objectives of the County's Solid Waste Management Plan, and promote public awareness about and increased involvement with recycling and composting;

Assists with research and preparation of the County's Solid Waste Management Plan;

Works closely with Director to assist with statistical evaluation of programs, reports, budget preparation, etc.;

Works with schools and community groups to develop and/or present programs aiming to promote public awareness, change behaviors, and increase knowledge of recycling and solid waste management problems and solutions;

Develops and conducts in-service training seminars and programs about recycling, solid waste management and waste reduction for county personnel;

Trains and coordinates volunteers for educational programs and presentations, as needed;

Participates in studies and surveys of educational needs in the community, and conducts evaluations to determine effectiveness of programs;

Provides information on recycling, solid waste management and waste reduction programs in the county to local policy makers and officials;

Develops low literacy and foreign language educational materials as necessary;

Acts as recycling resource person and works with local municipalities, county agencies, community groups and the public to aid in compliance with mandatory recycling ordinances, reducing wastes, developing knowledge of recycling and solid waste management plans;

Assists in the preparation of grant applications to appropriate state and federal agencies relative to recycling and solid waste management education and outreach;

ENVIRONMENTAL HEALTH EDUCATOR (cont'd)

Participates in the data collection and survey work, and workshops;
Prepares reports relative to program activities, goals, objectives
and activity results;
Prepares and edits reports, work plans, news releases, pamphlets,
bulletins, information articles, etc.
Prepares and maintains informational website for recycling and other
environmental initiatives;
Participates in staff meetings;
Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the principles, practices and techniques of education; good knowledge of community organization work; working knowledge of solid waste management concepts and methods, such as recycling and composting, and environmental protection and conservation; working knowledge of local laws and regulations relating to recycling, solid waste management, and waste reduction; ability to develop, plan, advertise, schedule and conduct educational seminars and workshops; ability to survey public attitudes and education needs, and use such information to evaluate and improve educational seminars, workshops and programs; ability to prepare education materials, including curricula, pamphlets, exhibits, and audio-visual presentations; ability to express ideas clearly and effectively both orally and in writing to groups and individuals; ability to establish and maintain effective relations with community agencies; ability to deal effectively and objectively with clients and community groups of diverse socio-economic backgrounds and cultures; good listening skills; social perceptiveness; sound judgment; initiative; resourcefulness.

MINIMUM QUALIFICATIONS: Either

- a) Master's degree and one (1) year of experience as an educator within the academic or industrial training environment; or
- b) Bachelor's degree in Education or a closely related field, or Environmental Studies or a closely related field, and two (2) years of experience as an educator within the academic or industrial training environment; or
- c) Bachelor's degree and three (3) years of experience as an educator within the academic or industrial training environment; or
- d) An equivalent combination of training and experience as described in a), b) and c) above.

PLEASE NOTE: Education beyond the secondary level must be from an institution accredited or recognized by the Board of Regents of the New York State Department of Education as a post secondary, degree-granting institution.

SPECIAL REQUIREMENT:

Access to transportation is required to perform field work responsibilities in a timely and efficient manner.