**JOB DESCRIPTION**

**POSITION:**                                             Regional Health Educator - Tobacco

**REPORTS TO:**                                        Tobacco Control Program Manager

**RESPONSIBILITIES:**

1. Develops, organizes and facilitates presentation of programs and activities to target populations and institutions in the community that will promote tobacco awareness and cessation.
2. Facilitates and conducts tobacco enforcement activities as needed.
3. Assists in the development, selection and distribution of educational materials within the community.
4. Works with schools, MUH sites, hospitals, worksites and other facilities to develop tobacco free policies.
5. Assists in facilitating involvement of local prevention groups into statewide programs.
6. Trains medical providers and other organizations on the PA Quitline System.
7. Prepares reports monthly.

**MINIMUM QUALIFICATIONS:**

Bachelors Degree in Health Education or related field.  Two years’ experience working in community health or related setting.   Strong verbal and organizational skills required.  Must be able to work with diverse individual and institutional constituencies.  Must commit to being smoke free.  Travel required.

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