



**MEMBER POSITION TITLE:** Nutrition & Physical Activity Educator

**HOST SITE:** Outagamie County Public Health Division  
320 S Walnut St  
Appleton, WI 54911

**OVERVIEW:** The member will serve for one year with the Outagamie County Public Health Division. The Educator will work closely with schools, early care settings, and pantries to develop, implement and evaluate countywide comprehensive nutrition & physical activity programs that promote and protect the health of the community.

**DESCRIPTION OF DUTIES:**

- Plans, implements and evaluates the effectiveness of public health programs relating to physical activity and nutrition in the school and pantry settings.
- Participates in health promotion and marketing efforts to increase or improve physical activity and access to healthy foods in public schools and in pantries serving Outagamie County.
- Coordinate and implement evidence based health education programming focused on healthy weight.
- Promotes relationship building and collaborative partnerships to identify, analyze and address community health needs relating to physical activity, health eating and health weight.
- Work with the community and volunteers to plan new or ongoing events or programs.
- Train and utilize volunteers to assist with health education programming, as needed.
- Prepare and maintain detailed reports, forms, records, correspondence, spreadsheets, and computer files including, but not limited to: health education survey results and attendance logs for health education recipients and volunteers.
- Assists with the development, monitoring, and evaluation of health related data.
- Incorporates quality improvement, strategic planning and performance management concepts and skills into all activities.

**QUALIFICATIONS:**

- Bachelor's degree in public health, health education, or closely related field
- Excellent verbal and written communication skills; ability to communicate in a clear, concise manner, tailoring the message to intended audience.
- Normal business hours are Monday through Friday, 8:00 AM – 4:30 PM with flexibility to work evenings and weekends when necessary.
- Ability to transport oneself to and from various locations in a timely and efficient manner.
- Experience working with youth and building relationships
- Experience working with, and appreciation and respect for, diverse populations, cultures, and economic life experiences.
- Ability to work directly with professional staff, adults, youth and children
- Ability to communicate professionally in oral and written form



- Ability to maintain confidentiality in all matters of the Public Health Division
- Passion for health and wellness initiatives
- Must be at least 18 years old at the time of service
- U.S Citizen, U.S National, or Lawful permanent resident alien of the U.S

**TRAINING:** Training opportunities will be provided to the AmeriCorps member to assist them in performing the duties of their position. The Core Competencies for Public Health Professionals, developed by the Council on Linkages will be utilized in determining training opportunities. The Core Competencies reflect skills that are desirable for professionals who deliver the Essential Public Health Services. The Core Competencies serve as the foundation for public health practices and are intertwined in the duties of the position. WOTFV AmeriCorps Program will offer additional opportunities for professional development including conflict resolution, citizenship, and volunteer management trainings.

#### **OTHER INFORMATION:**

- **Member Term of Service:**
  - WOTFV AmeriCorps Program year of service runs from September 3<sup>rd</sup>, 2019-August 31<sup>st</sup>, 2020.
- **Time requirements**
  - Full-time members will serve 1700 hours during the year, averaging 33 hours/week.
- **Benefits**
  - Members will receive a living allowance while serving, which is paid on the 15<sup>th</sup> and last day of each month.
  - Full-time members will receive a gross living allowance of \$583.00 per pay period.
  - Segal Education Award upon successful completion of hourly requirement described in Time Requirements: \$6,095.00 for full-time members.
  - Forbearance on qualified student loans while serving and interest accrual payments.
  - Full-Time Members are eligible for basic health insurance and childcare reimbursement (if eligible).

#### **CONTACT INFORMATION AND APPLICATION DUE DATE (if applicable):**

Applications for this position can be obtained from <http://www.weightofthefoxvalley.org/ameri-corps/>. Completed applications can be emailed or mailed to the contacts listed below.

Mary Dorn, Public Health Officer/Manager  
Outagamie County Public Health  
320 S Walnut  
Appleton, WI 54911  
[Mary.Dorn@Outagamie.org](mailto:Mary.Dorn@Outagamie.org)  
920-832-5102

Amanda Ross, Program Manager  
WOTFV AmeriCorps Program  
[amanda.ross@unitedwayfoxcities.org](mailto:amanda.ross@unitedwayfoxcities.org)

United Way Fox Cities  
Attn: Amanda Ross  
1455 Midway Road  
Menasha, WI, 54952