

# ***Bayview Park Rx -Health Educator Job Description***

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**Date Opened:** October 23,2019

**Filing Deadline:** Until Filled

**Appointment Type:** FT Temporary-3 years

**Reports To:** Southeast Health Clinic and 3<sup>rd</sup> Street Youth Center & Clinic

**Program/ Organizational Description:** The Bayview Park Prescription (Rx) Program is a new collaborative program between BMAGIC, 3rd St. Youth Center & Clinic, Bayview Clinic, Bayview Child Health Center, Southeast Health Center, San Francisco Recreation & Parks, and Literacy for Environmental Justice at Candlestick Point State Park. This Park Rx program works to deliver a comprehensive park and recreational activity referral program in order to improve individual and community health. Patients are referred to the park activities and programming available in the Bayview Hunters Point and surrounding neighborhoods.

## **Health Clinics:**

Southeast Health Center is a community health clinic located in Bayview Hunter's Point. Its mission is to serve patients in a multidisciplinary and holistic manner by providing high quality, culturally competent, and timely health care services to people of all ages and to improve access to care for the most hard to reach and isolated members of the community. Services range from primary medical care to Dental, Pharmacy, Podiatry, Pediatric services and more.

3<sup>rd</sup> Street Youth Center & Clinic is a 501 (c)(3) nonprofit with a mission to help youth (ages 12-24) from Bayview Hunters Point (BVHP) make healthy and safe decisions that improve their physical, emotional, and social health, empowering them to become successful, contributing adults. Founded in 2005, 3<sup>rd</sup> Street serves more than 1000 young people each year through a full-service primary health care clinic (a satellite clinic of the San Francisco Department of Public Health), with behavioral health services like individual and group therapy and clinical case management, and youth development program.

## **Position Summary:**

The Park Rx program presents an opportunity for a patient driven program by allowing the patient to determine their individual health goals with the guidance of a Health Educator. The Health Educator will provide health education and counseling to Southeast Health Clinic and 3<sup>rd</sup> Street Youth Center patients and their families, coordinate the clinics' role in the Park Prescription Program and Food Pharmacy program. Participants meet with a Health Educator who develops a personalized fitness and nutrition plan, provide a calendar of fitness options at local parks and recreational facilities, and follow up with participants outside of their normal medical visits to provide support towards meeting their Park Rx exercise goals.

## **Essential Duties and Responsibilities:**

- Scheduling appointments with patients who have been referred by the SE and 3<sup>rd</sup> St YCC clinic Providers for health education.
- Entering patient data and treatment plans into the electronic health record.
- Constructing individual patient treatment plans that promote health improvement, and complement medical care – such as menu planning, exercise regimens, mediation, etc.

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- Coordinating and facilitating activities for patients who participate in the Park Prescription program.
- Representing SE and 3<sup>rd</sup> St YCC Clinics at all required meetings to ensure collaboration with Bayview Park Rx Partners.
- Ensuring SE and 3<sup>rd</sup> St YCC Clinics meet intended grant deliverables per approved timelines, tracks data and conveys relevant information in monthly, mid-term and final reports.
- Managing a data collection process to include monthly data collection; administer patient surveys and collect data on a weekly basis to submit with monthly grant reports. Collecting and analyzing patient data for the patients who are referred to Bayview Park Rx program.
- Will work within a multidisciplinary team to engage patients in wellness and exercise activities.
- Will assist in pick up, assembly and distribution of food to patients and the community at the clinics.
- Educate and enroll youth in the Parks Rx program in 3<sup>rd</sup> St YCC clinic, youth development programs and outreach events. Follow up with youth and activity program staff to ensure compliance and enrollment.
- Conduct outreach, attending health fairs and community events on behalf of the Bayview Park Rx
- Performs other duties as directed, developed or assigned.

## **Minimum Qualifications:**

- Skill to work with diverse populations in a respectful, culturally sensitive mindful and supportive manner.
- Ability to manage multiple projects, adjusts quickly to shifting priorities, meet deadlines, and exercise good judgment.
- Ability to produce high quality work with accuracy and attention to detail.
- Ability to maintain accurate record keeping.
- Ability to recognize and resolve problems as they occur.
- Good attention to detail, self-motivation, ability to work independently as well as part of a team, and good organizational skills.
- Ability to work occasional evenings and weekends.
- English proficiency.
- Have occasional need to perform standing and walking activities.
- Ability to lift between 15-20 pounds.
- Must have a valid driver's license and clean DMV record.
- Proficient computer experience (e.g., Microsoft Word, Outlook, and Excel).

## **Desired Qualifications:**

- Certification or AA or BA degree from an accredited institution of learning in the related fields: nutrition, health education, exercise science, or community health worker.
- Experience in an administrative and program coordination role.
- Excellent verbal and written skills. Demonstrated competency in general correspondences and reports.
- Knowledge of the Southeast Sector, San Francisco, CA.
- Bilingual fluency in Spanish, Cantonese, or Samoan.

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***How to Apply:***

To apply for this opportunity, submit a cover letter and resume via email to [katie@3rdstyouth.org](mailto:katie@3rdstyouth.org); subject line-Bayview Park Rx-Health Educator. In your cover letter, please describe the extent of your health education experience and why you feel you are an excellent candidate for this position

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