



# Tucson Indian Center

160 North Stone Avenue • Tucson, Arizona 85701  
Mailing Address: P.O. Box 2307 • Tucson, Arizona 85702  
Telephone: (520) 884-7131 • Fax: (520) 884-0240  
[www.ticenter.org](http://www.ticenter.org)

**Job Title:** Youth & Community Health Educator

**Salary:** \$17.69 - \$23.94 per hour – Non-Exempt, DOE

**Status:** Permanent, Full-Time

**Hrs./WK:** Forty (40)

**Department:** Wellness

**Job Location:** Tucson, Arizona

## **Nature of Work:**

Incumbent is responsible for promoting healthy lifestyles for the urban Indian youth and community by providing activities and events that address health promotion topics such as commercial tobacco cessation, substance abuse prevention, positive mental health, and safety (i.e., wearing bicycle helmets and buckling seatbelts). The incumbent is responsible for coordinating the TIC Youth Coalition, youth after-school and summer camps and schools, and other large community events. Providing health education to youth and leading them in tobacco cessation policy campaigns. The incumbent will also provide referrals, build community connections to the tobacco cessation efforts, substance abuse prevention and personal safety, and complete tobacco cessation classes with adult community members.

## **Essential Functions:**

1. **Youth activities and events:** Plans, implements and evaluates health education activities and events for the TIC Native Youth Coalition, youth afterschool, summer camps and schools, Social Powwow, and other youth events and activities, including the cessation of commercial tobacco use, substance abuse prevention, policy making, leadership roles, positive mental health, and personal safety (i.e., buckling seat belts and wearing helmets while bicycling).
2. **Youth tobacco cessation:** Implements youth-focused tobacco cessation activities as part of the Pima County Health Department Tobacco Education and Prevention Services national campaigns, such as the World No Tobacco Day, Great American Smokeout, Take Down Tobacco, and Through With Chew events.
3. **Youth substance abuse prevention:** Implements youth substance abuse prevention and mental health activities as funded by the Indian Health Service Stevens Bill grant, including the Social Powwow. Develop workshops and health education plans for 10-20 youths.
4. **Youth mental health:** Implements, as funded, suicide prevention activities, and mental health activities.
5. **Youth personal safety:** Increase awareness and promote safety precautions such as buckling seat belts while in vehicles and wearing helmets while bicycling.
6. **Tobacco policy campaign:** Responsible for the TIC Youth Coalition's implementation of a statewide tobacco cessation policy campaign initiative and related local and statewide activities.



# Tucson Indian Center

160 North Stone Avenue • Tucson, Arizona 85701  
Mailing Address: P.O. Box 2307 • Tucson, Arizona 85702  
Telephone: (520) 884-7131 • Fax: (520) 884-0240  
[www.ticenter.org](http://www.ticenter.org)

7. **Arrange and complete** outdoor youth activities/events and large and small community cultural activities/events.
8. **Role model:** Serves as a role model for Native youth.
9. **ASHLine referrals:** In partnership with urban Indian youth, refer clients and community organizations to Arizona Smokers Help Line.
10. **Social Networking:** Create and provide content for the TIC social networking sites such as TIC Facebook page and website.
11. **Food handling:** Maintains a current food-handlers permit.
12. **Monthly Reports:** Prepares monthly reports on time to the Wellness Director.
13. **Teamwork:** Participates as a collaborative team member with Center staff.
14. **Professional development:** Participates in a professional development plan, including mentoring, in-service training and continuing education, as appropriate.
15. **Assist** in maintaining the community room and with community room coverage.
16. **CDSMP Certified** Chronic Disease Self-Management Program (CDSMP): Host CDSMP workshops for adults (provide Freedom from Smoking classes).
17. **Communicate and complete:** required paperwork to PCHD CDSMP Coordinator as well as written quarterly and annual reports.
18. Performs other duties as assigned or requested.

## **Required Knowledge, Skills and Ability:**

- Knowledge of and ability to engage urban Indian youth and community to participate in activities and events
- Ability to develop strong partnerships with local entities, such as schools, Pima County, local Tribes, Indian Health Service, and other health service agencies
- Ability to embrace the mission, vision and core values of the Tucson Indian Center
- Ability to regularly work evenings and some weekends with the Native Youth Coalition and occasional overnight trips with youth
- Knowledge of delivery of community-based health and social programs
- Knowledge of American Indian health issues, inclusive of urban Indian issues, tribal health issues and the function of Indian Health Service
- Familiarity with American Indian cultures and traditions, with sensitivity to these
- Knowledge and/or ability to use a variety of Microsoft Office programs to publish newsletter, social networking site, program fliers, etc.
- Demonstrate excellent communication skills and customer service skills
- Demonstrate the ability to be creative and self-motivated
- Ability to communicate effectively, both orally and in writing
- Ability to be flexible and handle multiple tasks
- Ability to function in a proactive manner and with limited supervision
- Ability to maintain positive professional relationships with staff and clients



# Tucson Indian Center

160 North Stone Avenue • Tucson, Arizona 85701  
Mailing Address: P.O. Box 2307 • Tucson, Arizona 85702  
Telephone: (520) 884-7131 • Fax: (520) 884-0240  
[www.ticenter.org](http://www.ticenter.org)

## **Required Experience and Training:**

1. Bachelor's Degree in health, human services or business fields, such as public health, social work, education, or business:  
OR
2. Associates Degree in the health, human services or business fields, or certificate of health professional training such as a Nurse's Aide, Patient Care Technician or Community Health Representative, and a minimum of three (3) years of experience in the health, human services or business fields;  
OR
3. High School Diploma or equivalent with six (6) years of work experience in the health, human services or business fields.

## **Additional Requirements:**

- Must possess and maintain a valid Arizona Driver's License
- Must pass Driver Insurance Carrier's requirements
- Must obtain a HIPAA certification within 2 weeks of hire.
- Must obtain certifications in Cardio Pulmonary Resuscitation (CPR), Automated External Defibrillator (AED) and First Aid within 3 months of hire.
- Must pass Arizona DPS Fingerprint Clearance (Class I & II)
- Must pass and submit to periodic/random drug testing

## **Working Conditions:**

- Exposure to communicable disease & bloodborne pathogens, unpredictable environmental conditions, physical requirements.
- Exposure to communicable diseases such as COVID-19 or bloodborne pathogens is a risk of this position.
- Unpredictable environmental conditions range from working in a climate-controlled office/clinic setting to working in a patient's home, outside, in extreme temperatures, or in spaces with poor ventilation.
- While performing the duties of this job, the employee is regularly required to stand, walk, and drive in the Tucson Urban area.
- The employee is occasionally required to sit; balance; stoop, kneel, or crouch.
- The employee must occasionally lift and/or move up to 30 pounds.

## **Supervisory Status:**

Non-supervisory  
Reports to Wellness Grants & Services Manager



# Tucson Indian Center

160 North Stone Avenue • Tucson, Arizona 85701  
Mailing Address: P.O. Box 2307 • Tucson, Arizona 85702  
Telephone: (520) 884-7131 • Fax: (520) 884-0240  
[www.ticenter.org](http://www.ticenter.org)

Preference in filling vacancies is given to qualified Indian candidates in accordance with the Indian Preference Act (Title 25, U.S. Code, Section 472 and 473). The Tucson Indian Center is committed to achieving the full and equal opportunity without discrimination because of Race, Religion, Color, Sex, National Origin, Politics, Marital Status, Physical Handicap, Age or Sexual Orientation. In other than the above, the Tucson Indian Center is an Equal Opportunity Employer.

*Additional consideration is also given to honorably discharged veterans and protected veterans.*

- *Veterans who earned an Armed Forces Service Medal "pursuant to Executive Order 12985."*
- *Those who served on active duty in the US Military during an expedition, campaign, or war on the ground, naval, or air service.*
- *Recently separated veterans (3 years following separation from service)*  
*\*All discharges besides dishonorable may receive protected veteran status.*

Revision No: 7

Revision Date: 02/14/2024