



Inspiring all girls to be strong, smart & bold

Girls Incorporated of Alameda County

Program Leader/Health Educator Job Announcement

Position Title: Program Leader/Health Educator

Reports To: HEART Program Coordinator

Agency Background

Founded 50 years ago, Girls Incorporated of Alameda County (Girls Inc.) is an affiliate of the national Girls Incorporated, the nation's leading expert on issues affecting girls and young women. Cutting-edge programs, ranging from science and math education to leadership training, are offered at over 45 school and community based sites throughout Alameda County, primarily in Oakland and San Leandro, with over 7,000 girls and families being served annually. Girls Inc.'s mission is to inspire all girls to be *strong, smart, and bold.*

Position Description

Girls Inc. is seeking an experienced and dynamic health educator to lead the HEART (Helping Everyone Achieve Respect Together) program, a high school peer education program that trains girls to be resources to their peers in their schools and community. Topics may include birth control, sexual decision-making, sexually transmitted infections, HIV/AIDS, sexuality, relationships, values, communication, body image and assertiveness skills.

Primary Responsibilities

- Facilitate HEART Peer Educator weekly meetings at San Leandro Site and Skyline High School and co-facilitate HEART Mentor Meetings three times a month.
- Transportation and/or supervision of Peer Educators during field trips including a weekend-long retreat.
- Assist in recruitment and outreach efforts by tabling at Skyline High School and attending community fairs.
- Enhance or adapt existing curricula and lesson plans that are developmentally and culturally-appropriate and spark interest in learning about sexual health, empowerment, positive risk-taking and confidence in girls.
- Review individual contacts made by peer educators and provide feedback.
- Administrative duties as needed including entering information into agency database and helping to maintain peer education information, resources and referrals.

Qualifications:

- Experience facilitating youth activities and working with diverse communities.
- Health and Sexuality Education background preferred.
- Strong verbal and written communication skills.
- Able to implement tasks and activities independently.
- Able to work during some evenings and weekends.
- Bilingual (Spanish) preferred

Training

Girls Inc staff will provide general training about the agency, its mission and policies. HEART Coordinator will provide additional training specific to health and sexuality programs at Girls Inc.

Commitment

This is a part-time, 20 hour a week position. The Program Leader/Health Educator will need to have some flexibility in his/her schedule and be available from 2:30-6:30pm for after-school programming Tuesday and Thursday and from 11:30-2:30 on Wednesday during the school year. S/he must also be available some evening and weekends for special events and be able to work additional hours for at least two weeks in August for the HEART Peer Education training and one week during the school year for a weekend retreat.

Start Date: July 29, 2008

Salary: \$15.23/hr.

Benefits: Partial benefits are offered including vacation, sick leave, holidays and partial dental and medical.

**Fingerprinting and a criminal background clearance required.
Valid CA driver's license, car and insurance required.**

To apply, send résumé and cover letter to:

Alexis Wielunski
HEART Coordinator
13666 East 14th Street
San Leandro, CA 94578
awielunski@girlsinc-alameda.org
Or fax to: 510-357-5112.

Girls Inc. is an affirmative action/equal opportunity employer. For more information about Girls Inc., please visit our web site at www.girlsinc-alameda.org