



Centretown Community
Health Centre
Centre de santé
communautaire du Centre-ville

Position Description

Position title: Candidates for Lay Health Promoters Training . This is a bilingual (Spanish-English) position for the program Healthy Women, Healthy Communities

Location: Community Health

Date: May 2001

Summary

- The Lay Health Promoter (LHP) will be involved in this project in two capacities. First, as participant on a three month training on community capacity building and individual behavioral change to health promotion. Second, as an employee doing public education and participatory research on cancer prevention with Spanish speaking women.

Reporting Relationship:

The LHP reports to the Project Coordinator.

Major Responsibilities

1. Training:

- Participates in all 216 hours of training.
- Meets all training requirements (individual and group work presentations, homework)

2. Public Education:

- Participates in developing public education strategy with Hispanic Speaking community
- Gives input to all aspects of the project's implementation
- Writes articles for printed media such as newspapers and church bulletins.
- Participates in radio and television programs if necessary
- Organizes health promotion workshops with Hispanic women
- Arranges home visits with individual women to discuss cancer prevention issues
- Represents project at other community activities such as church events and social activities.
- Give input to the design of posters & brochures
- Networks with service providers such as Breast screening clinics, hospital, settlement agencies and other health centres.
- Distributes project materials to local stores that serve the Spanish-speaking community aswell as ELS classes.
- Offers referrals to Hispanic women to appropriate health resources.

3. Participatory Research:

-Assists in the design and implementation of the research component such as:

- Doing data entry
- Administering written survey to Hispanic women
- Compiling data on access barriers
- Conducting in-depth interviews with Hispanic Speaking women
- Transcribing interview tapes.

Qualifications

Essential

Literacy in Spanish and English

Experience doing volunteer work in Canada or elsewhere

Availability during work hours but also some evenings and weekends

Demonstrated commitment to building community

Demonstrated interest in improving women's health issues

Ability to work well together in a team

Ability to work independently

Experience with isolation due to immigration to another country

Knowledge and contacts with Hispanic women in Ottawa

Interest in outreaching to Spanish speaking population in the Ottawa (workshops, home visits, telephone calls, and public speaking)

Interest in outreaching to mainstream health care services

Ability to meet deadlines

Desirable

Interest in learning about participatory research

Other languages

Language Designation

Literacy in Spanish and English.

For Job Posting Only

Priority will be given to women who are economically marginalized.

Selected candidates will have to be available for the following dates:

Interviews June 11- 15, 2001

One day meeting June 19, 2001

Half day meetings June 25-29, 2001

Individual training during the summer (i.e, ESL,Computers etc)

Start date: Training will start in September 2001. Trainees will be paid \$10.00 per hour during training. The training will consist of 216 hours, (18 hours per week for 13 weeks) from September to December 2001.

Employment : Successful trainees will be offered part time employment from Jan 2002 until March 2003. Employment will be two days per week at \$15.00 per hour plus benefits.

Applicants must include a 1 page attachment in Spanish, along with their resume which clearly demonstrates how their previous experience correspond to the above qualifications

Please send resumé by June 1st **at 12 noon** to:

Jacqueline Bittencourt

Healthy Women, Healthy Communities Project Coordinator

Centretown Community Health Centre

420 Cooper Street

Ottawa, ON K2P 2N6

Fax: (613) 233-2062

Email: jbittencourt@centretownchc.org

We regret only candidates selected for an interview will be contacted.

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Building healthier communities...together

Ensemble...pour bâtir des communautés en meilleure santé