

BEAR RIVER HEALTH DEPARTMENT
JOB DESCRIPTION

Title: Peer Counselor **Division:** WIC-Logan **Description:** Part time 8-10 hours bi-weekly
Non Benefited

Grade/Step 9 – 1 **Wage:** \$10.90/hr. @ .10 FTE **Closing Date:** Nov. 27, 2017

Summary of Duties:

Under the general supervision of the Breastfeeding Coordinator, provides basic breastfeeding information and encouragement to WIC pregnant and breastfeeding mothers. Assist the Breastfeeding Coordinator with assigned tasks.

Maintain high standards of ethical and professional conduct and adheres to Agency policies and procedures.

Minimum Qualifications - Education & Knowledge

High School Diploma or GED
Paraprofessional support person
Has breastfed at least one baby (does not have to be currently breastfeeding)

Minimum Qualifications - Necessary Knowledge, Skills & Abilities:

Essential Duties and responsibilities include but are not limited to the following:

- Is enthusiastic about breastfeeding and wants to help other mothers enjoy a positive experience.
- Can work 8-10 hours bi-weekly, including some time in the WIC clinic.
- Has a cell phone and is willing to make and receive phone calls and text messages.

Ability to:

- Maintain cooperative relationships with those contacted in the course of work activities.
- Must have good written, verbal, and public communication skills. Spanish speaking skills are a plus.
- Maintain good boundaries and confidentiality.
- Must be able to work well under pressure, manage multiple tasks and work well in a team situation, meet deadlines, and be able to work independently on a day-to-day basis.
- Must be prompt in completing necessary files to make transition into the program problem free for both client and counselor.
- Must be skilled in computer programs including word processing, spreadsheets, databases, desktop publishing, internet, and email use.

Special Qualifications:

- Must possess or be able to obtain a valid Utah Driver License at the time of employment.
- Must be able to provide own transportation
- Must be able to lift 30 pounds and be able to perform strenuous activities requiring flexibility, stamina, and overall general good health.
- Must have a flexible schedule, available for work in the evenings and/or weekends as job requires.
- Bilingual (English/Spanish) preferred.

Applications available Mon. through Thurs. 8 am to 6 pm and Fri. 8 am to 1 pm at the Bear River Health Dept. 655 E. 1300 N. Logan, Utah, or on line at www.brhd.org. Return completed application and resume, to Sylvia Tello at the Bear River Health Dept.

Email: stello@brhd.org - Phone: 435-792-6498 – Fax: 435-792-6495