



Orange County Head Start, Inc. Career Opportunity

Health Specialist

Would you like to make a difference in the lives of Orange County's most vulnerable children?

As a non-profit organization, Orange County Head Start, Inc. (OCHS) serves preschoolers, infants, toddlers, pregnant women and families throughout Orange County, including families on public assistance, children with disabilities, from homeless and foster families, and teen parents. OCHS's programs and services promote school readiness, early reading, science, mathematics, social skills and physical development. Through the additional support of comprehensive services, including health, nutrition, mental health and family partnership building, parents are empowered as leaders and advocates for their children's education, families' success, and betterment of the communities.

The Health Specialist communicates with Center Directors to plan, organize, and conduct health activities at the centers. Instructs/educates center staff on CPR, First Aid, and blood borne pathogens; instructs and updates center staff regarding health systems delivery methods. Attends meetings to assist and facilitate children's transition process from Early Head Start (EHS) to Head Start (HS). Assists with health duties, as needed. Responds to and assists Health Educators with children's health screenings, health referrals, and additional support as needed. Develops health forms related to assessment, documentation, follow up, monitoring, and tracking. Reviews, refines and designs systems for delivery of health services; aligns and integrates health systems for EHS/HS consistency. Participates in collaborations with community partners. Participates in self-assessment and other Agency committees, as applicable. Facilitates cross training with other service areas and supports with new hire trainings. Gathers statistics and prepares reports as requested. Participates in trainings and workshops to keep current of pertinent health issues and recommendations for best practices. Assists in scheduling interns and/or student nurses. Performs additional assignments and duties as assigned by the Health Manager and keeps him/her informed on all health issues.

Education requirements: Bachelor's degree in health sciences, public health, nursing, or related field. Bachelor's degree in nursing preferred. Certified instructor in CPR, First Aid, blood-borne pathogens desirable.

Experience: Three years of experience in nursing, public health, or a related field. Background in case management methods and techniques; and health and safety procedures. Head Start experience preferred.

Other Requirements: Strong oral and written communication skills required. Must be proficient with Microsoft Word, Excel, and PowerPoint. Bilingual Spanish or Vietnamese preferred.

We offer a salary of \$25.34 per hour, excellent benefits and a retirement plan.

Final filing date: Friday, August 5th, 2022 at 5:00 p.m.

Apply now to join our team! Submit an application, resume and transcripts to:

Orange County Head Start Inc.
2501 S. Pullman Street, Suite 100
Santa Ana, CA 92705

For further information and additional career opportunities, please visit the careers section on our website at www.ochsinc.org or call our Human Resources Department at 714-241-8920.

Fax 949-596-8291.

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