

Job Description:
CenteringPregnancy® Health Facilitator



Department: CenteringPregnancy®
Classification: Full time, Non-Exempt
Reports to: Program Director
Location: Varies based on Centering group location (includes remote)

Position Summary:

Responsible for providing prenatal group facilitation utilizing the CenteringPregnancy® model and curriculum. This position works in partnership with prenatal medical providers to ensure fidelity to the Centering model. The Employee works in partnership with pregnant clients throughout their pregnancy to educate, bring awareness and provide support to ensure a positive prenatal experience and positive birth outcome. Local travel required.

Essential Functions and Responsibilities:

- Plan and conduct group prenatal care sessions, including group activities, educational resources, written materials or community resources.
- Accurately and timely complete data system documentation for each client and activities of the program.
- Assist with data collection and program evaluation by administering pre/post-tests or surveys as needed and submitting required program reports.
- Maintain an effective and professional relationship with healthcare providers, collaborative partners and medical office staff, including assisting when required with non-medical procedures and language interpretation.
- Assist with the promotion of the CenteringPregnancy® program, including recruitment efforts, presentations and community outreach activities.
- Enhance knowledge base through reading relevant and current materials/research articles regarding prenatal care/maternal health education, childbirth, breastfeeding and others
- Attends pertinent meetings, trainings and conferences related to the position and as deemed by Supervisor.

Knowledge, Skills and Abilities:

- Excellent interpersonal, relational, problem solving and communication skills; both verbal and written.
- Knowledge of maternal and child health issues.
- Data collection and analysis skills.
- Computer skills including Microsoft Office Suite.
- Excellent group facilitation/presentation skills.
- Considerable knowledge of principles and practices of working with diverse populations.
- Ability to be flexible and meet performance expectations within a changing environment.
- Organizational and time management skills.

Experience Required:

- Minimum of two years of experience working in maternal/child health education.

Educational Requirements:

- Bachelor's degree in Public Health, Health Education or related field. Childbirth education preferred.

Physical Demands and Work Environment:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the functions.

- Ability to perform the above responsibilities.
- Reliable/consistent transportation. Must have a valid Florida driver's license, have an acceptable driving record and carry minimum auto insurance as required by state law.
- Ability to lift 20 pounds.

Healthy Mothers, Healthy Babies (HMHB) does not discriminate against employees or clients on the basis of race, color, religion, sex, gender identity or expression, sexual orientation, national origin, pregnancy, age, disability, marital status, familial status, genetic information, veteran status, or any other characteristic protected by Federal and State law. A non-discrimination clause concerning employment opportunity is incorporated in the Employee Handbook. HMHB will make reasonable accommodations in compliance with the Americans with Disabilities Act of 1990 as Amended (ADAAA). Must have a valid Florida driver's license, have an acceptable driving record, carry minimum auto insurance as required by state law and provide own transportation.

This job description may not be all-inclusive and employees are expected to perform all other duties as assigned and directed by management. Job descriptions will be reviewed periodically as duties and responsibilities change with business necessity. Essential and marginal job functions are subject to modification.

I have read and understand the job responsibilities, standards and requirements for this position.

Print Employee Name

Employee Signature

Date