



**North Eastman Health Association Inc.  
Job Description**

**Oral Health Promotion Facilitator**

**Position Summary**

In collaboration with the Manitoba Collaborative Project for the Prevention of Early Childhood Tooth Decay (Healthy Smile Happy Child Project) and the Primary Health Care Team. The Oral Health Promotion Facilitator will work with groups, communities to gain acceptance of the importance of early childhood oral health and to develop initiatives to reduce childhood tooth decay. The Oral Health Promotion Facilitator will provide services to the populations at risk for dental caries, including First Nation communities, in both North and South Eastman regions.

**Reports To:** Primary Health Care Manager  
Healthy Smile Happy Child Project Coordinator for project guidance

**Union:** MGEU – Professional Technical

**Qualifications**

Education and Experience

- Post secondary education (diploma, certificate or degree in a relevant discipline (e.g. health, education, nutrition) is essential.
- An equivalent combination of education and experience will be considered.

Knowledge Skills and Abilities

- Experience with health promotion/healthy living /education and demonstrated leadership is essential
- Must be able to demonstrate an understanding of principals of community development and population health.

In addition, the incumbent will demonstrate experience/skills in the following areas:

- Excellent organizational and interpersonal skills
- Excellent communication skills including oral, written and giving presentations
- Knowledge of existing community resources and agencies currently providing services to preschool children, expectant mothers, families and populations at risk for Early Childhood Tooth Decay (ECTD).
- Ability to work independently as required as well as part of a team.

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- Demonstrate an understanding of health determinants and their overall impact on well-being.
  - Demonstrate cultural sensitivity and competence.
  - Build and maintain effective working relationships with community groups and service, which work with the project's target population (for example, family resource centers, daycare's Head Start programs, First Nations Communities, Public Health, dental offices, and professionals in the community).
  - Proficiency with computer software, Microsoft Office.
  - A valid Manitoba Drivers License, access to a car and ability to travel to communities with the assigned area.

**Position Duties and Responsibilities:**

- Provide local train the trainer workshops on early childhood oral health in order to enable community action and activities, which aim at capacity building with inexisting programs.
- Identify local opportunities to deliver workshops ECTD.
- Build relationships with local programs and staff which provides services to preschool children and the caregivers.
- Follow-up with all ECTD workshops participants to encourage and support use of project resources materials provided.
- Participate in the follow-up contact with all engaged groups and services.
- Receive day-to-day supervision from the sponsoring local RHA.
- Receive over all project guidance from the project coordinator and the project advisory committee.

**Main Function:**

**The Healthy Smile – Happy Child has had three major components:**

1. Community identification and relationship building.
2. Oral Health promotion/education program delivery
3. Research / evaluation

**The goals of this project are:**

- To gain community acceptance of the importance of early childhood oral health.
- To Build an existing programs which target young children.
- To increase parental knowledge of ECTD prevention
- To increase the knowledge of existing service providers (i.e.Primary care providers, public health, childcare, early childhood development programs) of the importance of prevention of ECTD.
- To encourage existing services providers to incorporate ECTD prevention into the practices.

Revised: \_\_\_\_\_  
Date

Approved by: \_\_\_\_\_  
Manager/ Supervisor Date

Approved by: \_\_\_\_\_  
Vice President/ CEO Date

Reviewed by: \_\_\_\_\_  
Director, Human Resources Date

**NOTE: Original Signed and Dated June 19, 2006**