

JOB ANNOUNCEMENT

Title:

Aging Program Specialist
Regional Evidence-Based Master Trainer for Health Promotion Programs
(Part-Time; 12-15 hours/week)
Central Pines Regional Council, Area Agency on Aging
Durham, NC

Who We Seek:

An experienced, knowledgeable individual to maintain, and possibly build, capacity within the region for core evidence-based health promotion (EBHP) programs, such as Chronic Disease Self-Management Education (CDSME) and A Matter of Balance (AMOB) through credentialing as a Master Trainer for these and similar programs, implementing leader recruitment and training activities, targeted program outreach, data collection and database maintenance, providing support and technical assistance as needed, and conducting oversight of program fidelity. Considerable knowledge related to aging and evidence-based health promotion and proven ability to educate adult learners. Superb communication, interpersonal, and consensus-building skills are imperative, as well as the ability to assess programs and to develop creative solutions to address identified needs. The individual in this position must be self-motivated, diligent, able to lead and oversee the work with limited direct supervision. The ability to use Microsoft Office 365 software is required.

Description of Work:

The Aging Program Specialist, as a Master Trainer in evidence-based health promotion programs, is part of a fast-paced, multi-disciplinary organization engaged in long-term, regional scale issues and shorter-term local government member technical assistance that integrates CPRC's focus areas of Aging and Human Services, Community and Economic Development, Housing, Mobility and Transportation, Environment and Resiliency and Member Support and Strategy. The organization serves Chatham, Durham, Johnston, Lee, Moore, Orange, and Wake counties. The individual in this position will serve as the Master Trainer for evidence-based health promotion programs from the Administration for Community Living's approved list and will train lay leaders to conduct selected programs across the region. The position is responsible for outreach for appropriate participants and leaders where needed and providing technical assistance to sponsoring organizations and the support needed to sustain these programs. This individual will work closely with other staff and organizations on reporting and data collection. The Aging Program Specialist in the Master Trainer role will acquire, if not already certified, and maintain credentialing for select EBHP programs, conduct fidelity checks, and provide continuing education to lay leaders/coaches, according to the specified program requirements. This position will require some regional travel.

Education & Experience

Graduation from a four-year college or university with a degree in a human service field and experience, preferably in aging or health; or an equivalent combination of education and experience. Evidence-Based program certifications a plus.

Starting Salary & Benefits:

Hiring range: \$14,970 - \$16,374 (Part-Time; 12-15 hours/week)

*This position is eligible for a 5% increase after serving a 6-month probation period.

Benefits: Flexible and hybrid work schedule. This position does not qualify for additional CPRC benefits.

Our organization:

CPRC is a member-driven organization serving as a leading resource to connect communities and enhance their strategic priority outcomes through regional policy, collaboration, and technical assistance at the local, regional, and state level. See the kind of work we do and learn read more about CPRC's vision, mission, organizational principles, core values, and strategic focus areas at www.centralpinesnc.gov.

How to Apply:

Send completed application package (cover letter and resume) by email to employment@centralpinesnc.gov with the subject Aging Program Specialist.

Incomplete applications will not be considered. Position is open until filled; initial review of applications begins August 5, 2024.

All employment offers will be within the stated hiring range.

CPRC is an Equal Opportunity Employer and designated Best Workplace for Commuters.

