



Southern Regional Health Authority
Clarendon Health Department
Compassion | Accountability | Respect | Efficiency
3-4 Georges Street, Denbigh, Clarendon, Jamaica WI
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Website: www.srha.gov.jm



The Southern Regional Health Authority (SRHA), a Statutory Body under the Ministry of Health & Wellness responsible for the management and operation of Public Health Services within the Parishes of Clarendon, Manchester and St. Elizabeth, invites applications from suitably qualified persons for the following position in **CLARENDON HEALTH DEPARTMENT**:

HEALTH PROMOTION & EDUCATION OFFICER (HPC/HPE 1)-TEMPORARY

Salary range \$3,241,533 - \$3,853,164 per annum and any allowance(s) attached to the post.

Job Summary

Under the general and technical supervision of the Parish Health Promotion & Education Officer, the incumbent is responsible for mobilizing communities, working with existing groups, facilitating group formation, planning, implementing and evaluating Health Promotion/Education Programmes in an assigned geographical area.

Qualifications & Experience:

- Bachelor's Degree from a recognized tertiary institution offering preparation in Health, Education or Social / Behavioural Sciences
- Certificate in Supervisory Management
- Any equivalent combination of education and experience
- At least two (2) years' working experience at a supervisory level

Required Knowledge, Skills and Competencies:

- Knowledge of the principles and practices of Health Promotion/Education and Behaviour Change
- Knowledge of Data Protection Act 2020
- Knowledge of National Services Act 1997
- Ability to organize and coordinate training and other health promotion programmes
- Knowledge of proposal writing techniques and budgeting
- Thorough knowledge of qualitative and quantitative research methods
- Possess effective Social Marketing Techniques
- Ability to organize and coordinate training and other health promotion programmes
- A sound knowledge of the behavioural sciences
- Good oral and written communication skills
- Proactive work attitude, good interpersonal relations and problem-solving skills

Key Responsibilities will include:

SUPERVISION

- Supervising Health Promotion Aides, Community Peer Educators and volunteers assigned to the Health Promotion Unit.

TRAINING

- Identifying training needs in relation to the groups identified and where necessary plans, implements, co-ordinates and evaluates training programmes for:
 - i. Health Staff
 - ii. Other Government Agencies
 - iii. Non-government Agencies
 - iv. Private Sector
 - v. Community Leaders
 - vi. Faith-Based Organizations
 - vii. Trainer of trainers who will help to disseminate health messages through planned programmes.
- Facilitating the orientation of Student Nurses, Midwives, Community Health Aides, and other health workers.

RESEARCH AND PROGRAMME DEVELOPMENT

- Designing and conducting surveys to determine health education needs and identify factors which impact healthy behaviours.
- Collating and analysing findings of surveys, community profiles and community needs assessment.
- Designing appropriate Health Education Programmes to address needs and make recommendations regarding findings to Medical Officer (Health), Regional Health Promotion/Education Officer, health staff and other stakeholders.
- Utilizing various qualitative and quantitative methods to guide implementation and evaluation programmes critically.
- Utilizing epidemiological data to design surveys and programmes.

CONSULTATION

- Providing consultation to health and other disciplines at varying levels including international agencies.
- Consulting with personnel of other agencies and ministries to identify areas for health promotion/ education input and facilitates implementation of intervention programmes.

ADVOCACY

- Developing partnership with other agencies (local and international) and community groups and advocate for programmes to address needs, rights, and responsibilities.
- Promoting priority programmes of the Ministry of Health and Health Services with Health Staff and community.
- Cultivating and maintaining relationships with external stakeholders and partners.
- Advocating for policies to support programmes and influence health outcomes.

ADMINISTRATION

- Managing and administering the Health Promotion/Education Unit and programmes of the Parish Health Department.
- Maintaining inventory of:
 - Health promotion/education equipment
 - Stock of visuals of information, education and communication (IEC) material for distribution to other health workers and the general public.
- Facilitating capacity building and motivation of supervisees.
- Promoting community participation in the planning, implementation and evaluation of programmes.
- Attending meeting as assigned by the Parish Health Promotion & Education Officer and or the Medical Officer of Health.

Applications along with resume should be sent no later than **Wednesday, September 30, 2026** to:

Senior Human Resource Officer
Clarendon Health Department
3-4 Georges Street
Denbigh, Clarendon
E-Mail: chdhrjobs@gmail.com

****IMPORTANT NOTE: WE WILL ONLY ACCEPT APPLICATIONS BY EMAIL****

****PLEASE INDICATE IN THE 'SUBJECT LINE' THE NAME OF THE POSITION TO WHICH YOU ARE APPLYING****

NB. ONLY SHORTLISTED APPLICANTS WILL BE ACKNOWLEDGED