

JOB DESCRIPTION	
JOB TITLE	PROVINCIAL HEALTH PROMOTION OFFICER
GRADE	E3
REPORTS TO	DMO/PROVINCIAL HEALTH PROVINCIAL MEDICAL DIRECTOR/DIRECTOR/ENVIRONMENTAL HEALTH SERVICES
DEPARTMENT	EPIDEMIOLOGY AND DISEASE CONTROL
STATION	DISTRICTS/CENTRAL HOSPITALS/HEAD OFFICE
QUALIFICATIONS, COMPETENCES AND EXPERIENCE	DEGREE IN HEALTH AND ADULT EDUCATION OR EQUIVALENT MASTERS IN PUBLIC HEALTH OR EQUIVALENT
JOB SUMMARY	Responsible and accountable for health promotion services, plans, organizes, directs, manage and coordinates Provincial health promotion services.
KEY RESPONSIBILITY	<ol style="list-style-type: none"> 1. Formulates overall operational and implementation plans for Health Promotion interventions in the province 2. Coordinates the implementation of Health Promotion interventions in the province 3. Conducts operational research in Health promotion 4. Supports and supervises District Health Promotion officers 5. Supervises trainee students from tertiary institution on attachment 6. Coordinates Health related exhibitions and commemorations 7. Collaborates with various stakeholders and partners 8. Monitors and evaluates the effectiveness and efficiency of Health Promotion best practises 9. Coordinates the promotion of Health through electronic and print media 10. Manages and participates in the development, administration and review of the Health Promotion provincial plans and budgets 11. Provides administrative managerial technical and professional advise leadership and direction in the area of Health Promotion 12. Mobilizes and manages health promotion resources 13. Carry out public relations duties 14. Coordinates the designing, production and dissemination IEC materials

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	<p>15. Documents and disseminates stories of Public Health concern</p> <p>16. Consolidates and disseminates Health Promotion monthly, quarterly and annual reports</p>
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