**1) Example of Large ad**

The (insert HD name) Health Department is accepting applications for a (FT/PT) **Health Education Director.**

**General Duties include**: This position serves under the direction of the Director. Responsibilities for this position include, but are not limited to: Provide services according to the guidelines set by the Core Clinical Service Guide (CCSG) /Administrative Reference (AR). Provide consultation and assistance in the selection, development, utilization and evaluation of health education curriculum and share health information with the public with considerable knowledge. Establish working relationship with the community and teach appropriate aspect of health education. Exchange information with various organizations concerning health education; oversee the dissemination of health information to the public utilizing radio, TV and newspaper contact. Apply communication theory and principles in the construction of health education materials. Demonstrate an understanding of cultural competency. Stimulate the development of cooperation among the personnel responsible for community health programs and receive policy direction from Public Health Director. Supervise a professional staff of health educators and support staff.

**Minimum Education, Training or Experience:** Bachelor Degree and five (5) years of health related or education experience. Two (2) of the five years of experience must be in coordination or supervision.

**Substitution for Education, Training or Experience**: Master’s degree or bachelor’s degree in health or human services fields will substitute for two years for a Master’s and one (1) year experience required. A professional license in the health or human services fields will substitute for an additional year of experience.

**Starting Salary**: $30.52-$37.95/hr negotiable with additional experience. Grade 24

**Apply at** [**https://KOG.CHFS.KY.GOV/HOME**](https://KOG.CHFS.KY.GOV/HOME). **Create a citizen’s account and search LHDCOS (search and apply)** Completed application must be submitted by **(insert date) Transcripts must be provided before the close date if post-secondary education is required or may be substituted for experience. Transcripts must list the degree awarded.** Qualified applicants/employees are subject to a pre-screening, selection for interview, and/or demonstration of skills testing. Employment may be contingent upon a successful drug screening and background check. Equal Opportunity Employer.

**2) Example of smaller ad to reference website**

The (insert HD name) Health Department is accepting applications for a (FT/PT) **Health Education Director.**

**Starting Salary**: $30.52-$37.95/hr negotiable with additional experience. Grade 24

A full listing of qualifications may be obtained at <https://chfs.ky.gov/agencies/dph/dafm/lhpb/Pages/merit.aspx>. Apply at <https://KOG.CHFS.KY.GOV/HOME>. Create a citizen’s account and search LHDCOS (search and apply). The completed application must be submitted by **(insert date).** **Transcripts must be provided before the close date if post-secondary education is required or may be substituted for experience. Transcripts must list the degree awarded.** Qualified applicants/employees are subject to a pre-screening, selection for interview, and/or demonstration of skills testing. Employment may be contingent upon a successful drug screening and background check. Equal Opportunity Employer.