

GRADE: 8

DIVISION: Preventive Health Services – BEST

POSITION SUMMARY:

The Breastfeeding Educator will contact and support breast-feeding mothers as well as pregnant women who are planning to breastfeed their newborns. The Breastfeeding Educator will communicate with mothers who are having difficulties with breastfeeding and communicate these issues to LC who will quickly prioritize and assess the issue and intervene for a successful resolution. The BF Educator will also meet with pregnant mothers who desire a consultation to learn about the benefits of breastfeeding before delivery and follow up by phone to offer an initial check-in visit with the LC following delivery. The focus will be on the Maternal Child population and those participating in the Birth through Eight Strategy for Tulsa (BEST) Initiative. Certification as a Certified Lactation Counselor (CLC) is expected to be completed within first (1) year of employment in this role. Bilingual in Spanish/English required.

PRINCIPAL DUTIES/RESPONSIBILITIES:

The following functions represent the majority of duties performed by the position, but is not meant to be all-inclusive or prevent other duties from being assigned when necessary:

ESSENTIAL JOB FUNCTIONS:

1. Thorough and accurate documentation of all patient interaction collected by phone and in person. This includes entry into the LC data system.
2. Provides consultation and resources to ConnectFirst team and other professionals in the community re: BF questions and communicates lactation concerns of breastfeeding mothers directly to LC for follow up to determine what level of intervention may be required.
3. Accompanies LC on visits that require Spanish interpretation.
4. Consults with LC regarding issues that require IBCLC assessment and intervention of mother and baby.
5. Participates in professional organizations and coalitions related to breastfeeding promotion and advocacy efforts such as COBA (Coalition of Oklahoma Breastfeeding Advocates).
6. Other duties as assigned including those required to fulfill activities in support of public health emergency operations.
7. Completes required training in support of duties and responsibilities of this position.

SECONDARY JOB FUNCTIONS - NON-ESSENTIAL (10% of Time):

1. Participates in educational opportunities related to job and updates other staff on information obtained.
2. Participates in staff meetings and quality assurance activities.

QUALIFICATIONS/SPECIFICATIONS:

Education: High school diploma or equivalent required

Experience: Minimum of 1 year experience as a Breastfeeding Educator preferred

Knowledge and Skills:

- Proficient in utilizing electronic data systems and health records.
- Effective oral and written communication skills are required to successfully interact with the public, obtain health information, and develop rapport with clients.
- Must have working knowledge of community agencies/resources.
- Effective time management skills are essential.
- Flexibility to meet the scheduling needs of clients.

Licenses:

- Valid Oklahoma driver's license required.

INTERNAL AND EXTERNAL WORKING RELATIONSHIPS:

- Frequent contact with clients, nurses, case managers, and other professionals.
- Must be able to work as a member of BEST and the ConnectFirst Team.
- Frequent external contact with community programs and other agencies to coordinate client services.
- Frequent contact with clients requiring patience and problem-solving skills.

PHYSICAL EFFORT:

- Position may require lifting up to 50 lbs.
- Must be able to climb one to four flights of stairs (2-50 steps) with equipment.
- Must be physically and psychologically able to tolerate the home environment of clients.

SUPERVISORY RESPONSIBILITY/ACCOUNTABILITY:

Direct Supervision: no

Indirect Supervision – None.

Budget/Money/Material – Responsible for assigned equipment.

Reports to – Lactation Consultant and Manager

WORKING CONDITIONS:

- Potential exposure to communicable diseases, contaminated body fluids, extreme weather conditions, and other potentially hazardous conditions encountered during home visits.

SPECIAL REQUIREMENTS:

- Must be bilingual in Spanish language
- Must maintain THD record confidentiality according to HIPAA regulations.
- Must be willing to do job-related travel.
- Flexibility to work extended daytime and evening hours as necessary.

FLSA Status: Non-Exempt