

Grey Bruce Public Health

Working with Grey Bruce communities to protect and promote health.

Dental Health Educator Competition #2024-06

Permanent Full Time

The Dental Health Educator provides chairside services, prevention intervention and promotion of oral health in the community in accordance with the Ontario Public Health Standards and Protocols, and Healthy Smiles Ontario and the Ontario Senior Dental Care Program. The Dental Health Educator delivers chairside assisting and undertakes administrative duties in restorative clinics for a variety of procedures, assists in preventive clinics and delivers oral hygiene instruction.

KEY AREAS OF RESPONSIBILITY

- Participate in the development of, and revisions to, appropriate resources and teaching materials
- Provide chairside assistance to the clinic dentist or hygienist
- Support administrative duties including charting, scheduling of clients, phone coverage and completion of medical histories
- Plan, develop and provide oral health education to community partners
- Deliver oral health hygiene instruction to various groups within the community, including school children
- Collaborate with dental hygienist to provide dental screenings and the delivery of preventive and restorative dental programs
- Compile daily, monthly and yearly reports and statistics for dental health programs
- Record information for dental screening and surveillance, and assist with follow-up procedures
- Process client applications and reassessments for dental program eligibility
- Utilize technology to collect, store and retrieve data
- Participate in the efficient operation of programs through support functions including scheduling clients for preventive agent clinics, packing supplies and assisting with inventory
- Develop and maintain necessary relationships and work cooperatively with others
- Participate in initiatives that increase awareness of diversity and equity
- Identify services and programs available to those of diverse backgrounds
- Reprocess and sterilize dental equipment and instruments according to IPAC standards
- Comply with and provide oral health care within their scope of practice
- Adhere to organizational policies, procedures, ethics and values
- Ensure privacy and confidentiality is maintained
- Utilize a range of communication methods such as verbal, written, and visual that meet the needs of the audience
- Use appropriate communication channels and technology for relating with key individuals, public health partners, and stakeholder groups
- Demonstrate awareness of public health programs and regulations

A healthier future for all.

- Apply public health science knowledge to practice
- Perform other related duties as assigned

SPECIFIC KNOWLEDGE, SKILLS AND ABILITIES

- Ability to communicate information, ideas and opinions clearly, effectively and appropriately both internally and externally
- Ability to build effective relationships both internally and externally
- Committed to acquire and maintain the knowledge and skills to meet the public health core competencies
- Proficient knowledge and skills in a variety of dental procedures
- Demonstrated organization and planning skills
- Specific knowledge of Health Unit communication systems and appropriate computer software
- Proven ability to work independently with competency and accuracy and as a member of an interdisciplinary team
- Committed to a safe and healthy work environment for both employees and clients

EMPLOYMENT REQUIREMENTS

Education – Training

- One-year (1) Dental Assistant Diploma from a recognized Community College
- Certified Dental Assistant Level II (CDA II) is preferred
- Current registration, and a member in good standing, with the Ontario Dental Assistants Association
- Experience in a dental work environment is preferred
- Healing Arts Radiation Protection Act (HARP) approved
- Current CPR certification

RELATED EXPERIENCE

- Worked in an interdisciplinary team to plan and deliver services to individuals and groups
- Client intake, assessment and intervention
- Making presentations to individuals and in a group setting
- Community health experience preferred

WORKING CONDITIONS

- Working hours will vary within a 35-hour paid work week; with evening and weekend work required
- Work will be completed in both general office and community settings that provide dental programs
- Business travel is required within and outside of the Grey Bruce region
- A valid Ontario driver's license and access to a reliable vehicle is required

The current wage scale for the position of Dental Health Educator is \$25.70 to \$28.62 per hour.

Please submit a resume and cover letter, quoting **Competition 2024-06** in the subject line to:
apply.jobs@publichealthgreybruce.on.ca Please note that this position will remain posted until filled.

Grey Bruce Public Health is proud to be an equal opportunity employer; valuing and respecting diversity. We encourage applications from qualified members of the four designated groups. We are committed to inclusive, barrier-free recruitment and selection processes. If contacted for an employment opportunity, please advise Human Resources if you require accommodation.

In accordance with Municipal Freedom of Information and Privacy legislation, applicant information is collected under the authority of the Municipal Act and will be used strictly for candidate selection. We thank you in advance for your interest in the above-noted position. However, please note that only those applicants receiving an interview will be advised of the recruitment outcome.