

NOTICE

There is a job vacancy with the **BAY COUNTY HEALTH DEPARTMENT - WIC PROGRAM.**

JOB TITLE: BREASTFEEDING PEER COUNSELOR
RATE OF PAY: \$12.75 per hour entry, progressing to \$15.05 per hour after 4 years (TS05)

This is a part-time (up to 20 hours per week), grant-funded position with limited benefits as provided for within the USW Part-time labor agreement although union membership is voluntary.

General Summary: A paraprofessional support person who provides basic breastfeeding information and encouragement to WIC pregnant and breastfeeding women. Works under the supervision of the WIC Manager, WIC Breastfeeding Coordinator and the Health Officer.

Essential Functions:

1. Counsels WIC pregnant and breastfeeding mothers in the WIC clinic or by telephone.
2. Receives a caseload of WIC clients and makes routine periodic contacts with all clients assigned throughout their breastfeeding experience.
3. Establishes effective working relationship with Peer Counselor and WIC Certified Lactation Counselor for client collaboration.
4. Provides close contact and follow up to mothers during the early postnatal period.
5. Provides information and promotes breastfeeding to WIC clients.
6. Provides the mother with advice on aspects of normal breastfeeding.
7. Provides anticipatory guidance to reduce the occurrence of breastfeeding issues.
8. Attends and assists in teaching breastfeeding class or support groups.
9. Teaches use, cleaning, and assembly of breast pumps and expression and storage of human milk.
10. Refers clients to the WIC Designated Breastfeeding Expert, WIC Nutritionist or other appropriate health or social service agency, including outside community breastfeeding resources for situations outside the peer counselor’s scope of practice. Keeps accurate documentation of contacts with mothers.
12. Respects each client by keeping her information strictly confidential.
13. Attends staff meetings and breastfeeding conferences/workshops/community activities as required.
14. Awareness of breastfeeding resources within the community.
15. Available to clients outside of usual clinic hours for phone support.
16. Consistent and punctual attendance.
17. All other duties as assigned.

Required Training:

1. Attends Breastfeeding Basics Training as well as on-going breastfeeding training.
2. Observes other peers or lactation consultant helping mothers’ breastfeed.
3. Reads assigned books or materials about breastfeeding.
4. Completes orientation to the WIC Program.
5. Taught procedures for documenting client contacts and completing activity reports.

QUALIFICATIONS REQUIRED (WITH OR WITHOUT REASONABLE ACCOMMODATIONS):	QUALIFICATIONS DESIRED:
<ul style="list-style-type: none"> • High School Diploma or General Education Degree (GED). • Has breastfed at least one baby successfully for six months or longer. • Is enthusiastic about breastfeeding, and wants to help other mothers have a positive breastfeeding experience. • Proficiency in Microsoft Office, data entry, basic math and spelling. • Familiar with WIC Program. 	<ul style="list-style-type: none"> • Completion of Breastfeeding Basics training from the State of Michigan. • Current or previous WIC client preferred. • Excellent interpersonal and customer service to effectively and tactfully deal with a diverse group, including staff and clients.

Applicants may be required to take written and/or other examinations.

Physical Requirements: This position involves sitting, being mobile, and/or standing for significant periods of time. Additional requirements include the ability to move objects according to the following weight and frequency: Generally, 20 pounds of force up to one third of the time.

Application Procedure: Make application online at www.baycounty-mi.gov or in person at the Bay County Personnel Department, 515 Center Avenue, Third Floor, Bay City, Michigan 48708 no later than **4:00 p.m. Friday, February 9, 2018.**

Bay County is an Equal Opportunity Employer

“Bay County is an equal opportunity employer. It is the policy of Bay County and its departments to pursue equal employment opportunity regardless of height, weight, political or religious affiliations, race, color, sex, disability, familial status, sexual orientation, gender identity, national origin, or other protected classification set forth by law in our relationship with applicants for employment, employees of the department, and the public.”