

New York City Department of Health and Mental Hygiene, Healthy Eating Unit Temporary, Part-time, Stellar Farmers Markets Bilingual Educator

Overview

The Healthy Eating Unit within the New York City Department of Health and Mental Hygiene's (DOHMH) Bureau of Chronic Disease Prevention and Tobacco Control is seeking educators to conduct nutrition education and food workshops at farmers markets serving low-income New Yorkers as part of the DOHMH's Stellar Farmers Markets program (SFM). SFM engages with adults and staff at farmers markets to support and encourage healthy eating habits.

Position Details

Bilingual Educators fluent in English/Spanish, English/Bengali, and English/Chinese (Cantonese and Mandarin), and English/Russian will work as part of a team in the preparation and delivery of nutrition and cooking workshops at farmers markets from July-November 2018. The Bilingual Educator will report to Nutrition Educators and be responsible for ensuring accurate and fluent interpretation (verbal) and translation (written) of workshops. This paid position is part-time and seasonal to coincide with the regional growing season. Bilingual Educators will be required to attend a paid 5-day training from June 18-June 22, 2018 and **commit to working a minimum of 2 days per week (plus a one monthly Monday afternoon meeting)**. Bilingual Educators' hours depend upon and coincide with market schedules.

Responsibilities

Duties will include, but are not limited to:

- Prepare for and orally interpret nutrition education workshops and cooking demonstrations from English to Spanish and/or Chinese (Cantonese and Mandarin) and/or Bengali and/or Russian
- Assist with the preparation and implementation of nutrition education sessions, including written translation of presentation materials (on-site)
- Follow curriculum and ensure integrity and fidelity of programming
- Assist with and ensure proper set-up and breakdown of tent, cooking equipment and educational materials
- Market and promote program at farmers markets to ensure minimum required level of participation is achieved
- Assist with data collection at markets
- Maintain and encourage environmentally sustainable practices at workshop sites
- Assist with food preparation for cooking demonstrations, as needed
- Attend monthly meetings during the season at DOHMH offices in Long Island City (Mondays)

Requirements

- Must be eligible to work in the United States (please see the last page for the required documentation)
- Oral fluency in at least one of the following languages: Spanish, Chinese (Cantonese and Mandarin), Bengali, Russian
- Bilingual written competency
- Excellent presentation, interpersonal and communications skills; dynamic personality
- Ability to work in multi-cultural settings with diverse populations

- Willing and able to stand for long periods of time and work outside in inclement weather conditions
- Willing and able to regularly lift and transport items weighing up to 25 pounds (to and from storage site to workshop location each market day)
- Commitment to a minimum of 2 days per week of work, including one weekend day, for the duration for the season

Preferred Skills

- Experience in interpreting information orally and translating written materials from English to Spanish and/or Chinese (Cantonese and Mandarin) and/or Bengali
- Experience working as part of a team
- Understanding of health inequities, regional food systems and community food security issues in NYC
- *Strong preference given to those with knowledge about and interest in nutrition and community food security issues in NYC*

Interested candidates should send a completed application and resume to the DOHMH Nutrition Education Team at eatwell@health.nyc.gov. Deadline to apply is **March 19th, 2017.**

LISTS OF ACCEPTABLE DOCUMENTS

All documents must be UNEXPIRED

Employees may present one selection from List A
or a combination of one selection from List B and one selection from List C.

LIST A Documents that Establish Both Identity and Employment Authorization	LIST B Documents that Establish Identity	LIST C Documents that Establish Employment Authorization
OR	AND	
<ol style="list-style-type: none"> 1. U.S. Passport or U.S. Passport Card 2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551) 3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa 4. Employment Authorization Document that contains a photograph (Form I-766) 5. For a nonimmigrant alien authorized to work for a specific employer because of his or her status: <ol style="list-style-type: none"> a. Foreign passport; and b. Form I-94 or Form I-94A that has the following: <ol style="list-style-type: none"> (1) The same name as the passport; and (2) An endorsement of the alien's nonimmigrant status as long as that period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form. 6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI 	<ol style="list-style-type: none"> 1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address 2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address 3. School ID card with a photograph 4. Voter's registration card 5. U.S. Military card or draft record 6. Military dependent's ID card 7. U.S. Coast Guard Merchant Mariner Card 8. Native American tribal document 9. Driver's license issued by a Canadian government authority <li style="text-align: center;">For persons under age 18 who are unable to present a document listed above: 10. School record or report card 11. Clinic, doctor, or hospital record 12. Day-care or nursery school record 	<ol style="list-style-type: none"> 1. A Social Security Account Number card, unless the card includes one of the following restrictions: <ol style="list-style-type: none"> (1) NOT VALID FOR EMPLOYMENT (2) VALID FOR WORK ONLY WITH INS AUTHORIZATION (3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION 2. Certification of Birth Abroad issued by the Department of State (Form FS-545) 3. Certification of Report of Birth issued by the Department of State (Form DS-1350) 4. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal 5. Native American tribal document 6. U.S. Citizen ID Card (Form I-197) 7. Identification Card for Use of Resident Citizen in the United States (Form I-179) 8. Employment authorization document issued by the Department of Homeland Security

Illustrations of many of these documents appear in Part 8 of the Handbook for Employers (M-274).

Refer to Section 2 of the instructions, titled "Employer or Authorized Representative Review and Verification," for more information about acceptable receipts.