

Certified Tobacco Treatment Specialist – P/T

Ho`ōla Lāhui Hawai`i is an FQHC, non-profit community health organization serving families throughout the county of Kaua`i. We are seeking a part-time (10 hrs/week) Certified Tobacco Treatment Specialist (CTTS) for our Tobacco Cessation Program.

Our Certified Tobacco Treatment Specialist is a team player and able to work with our patients, patients' families, staff members and health care providers. This healthcare professional is personable, with the ability to empathize and sympathize with patients and patient's families. This position requires competence, professionalism and the ability to maintain confidentiality in regards to patient care.

Position requirements/description

Duties include:

- Provide intensive, evidence-based tobacco treatment services to adult smokers (18 years and older), including persons using electronic smoking devices or other emerging products containing nicotine, from identified priority populations to help them quit smoking. Priority populations include: Native Hawaiians, persons with mental health and/or substance use challenges, LGBT communities, low socio-economic status populations, and pregnant women.
- Reach and provide intensive interventions that are adapted to the needs and circumstances of the priority populations based on best practice and evidence-based programming for tobacco cessation.
- Help tobacco users from priority populations become ready and willing to quit.
- When appropriate, engage with the smoker's family members and support groups.
- Collaborate with HLH medical staff to provide Nicotine Replacement Therapy (NRT) and other approved pharmacotherapy to tobacco users when they are ready to quit.
- Establish tobacco screening and referral partnerships with agencies in the same service area serving the same priority populations in order to increase access to services, as appropriate.
- Participate in evaluation of the program by working directly with the external program evaluator hired by Hawai`i Community Foundation (HCF).
- Work in collaboration with the Hawai`i Tobacco Quitline to provide comprehensive cessation services for all people of Hawai`i.
- Participate in meetings and trainings as required by HCF to increase staff knowledge and build program capacity, to network with other cessation providers
- Communicate individual tobacco cessation plans with health care providers as a member of the HLH health care and prevention team.
- Educate clients and community groups about the practical role of tobacco cessation in preventing chronic disease and promoting wellness.
- Conduct in-service education and workshops for professionals and para-professionals as needed.

- Work as a team member with physicians, nurses, social workers, and health educators from the Ho'ōla Lāhui Hawai'i.
- Acts in accordance with professional ethics guidelines and Ho'ōla employee and patient policies to include but not limited to timely completion of documentation and adherence to supervisor guidance.
- Observe and comply with rules and regulations - such as HLH Code of Conduct, Drug-Free Workplace, Confidentiality - and other administrative policies of HLH.
- Complete required documentation and reporting requirements for program activities.
- Attend training as requested and participates in program development and implementation.
- Implement timetables, determine priorities, staffing and resource requirements in order to achieve the goals and objectives of projects/programs.

Required:

- Certification as a Certified Tobacco Treatment Specialist (CTTS) or qualified to be CTTS-certified. (Ho'ōla will provide certification training, if needed.)
To qualify for CTTS certification, applicant must provide evidence of **one** of the following:
 - High School diploma plus 4,000 hours (2 years full-time) of human services work experience to be documented in the application.
 - Associate's Degree plus 2,000 hours (1 year full-time) of human services work experience to be documented in the application.
 - Bachelor's Degree or higher.
- Flexible, organized, mature, impartial, and ethical.
- Able to communicate clearly and tactfully with others.
- Self-motivated, honest, energetic, and committed.
- Possesses tact and interpersonal skills necessary to deal with patients, physicians, providers, employees and others.
- Familiarity with our various Hawai'i cultures/languages, and culturally sensitive to needs of the community.

Ho'ōla Lāhui Hawai'i is an Equal Opportunity Employer. Employees of Ho'ōla Lāhui Hawai'i and applicants for employment shall be afforded equal opportunity in all aspects of employment without regard to race, color, age, religion, veteran's status, citizenship, national origin, ancestry, disability, sex, sexual orientation, arrest or court record, marital status, genetic information, gender identity or expressions, domestic or sexual violence victim status, or any other classification protected under state or federal law.

Excellent pay + perks. Submit resume and cover letter to Human Resources Director via email.