



# GRANVILLE VANCE

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## public health

Lisa Macon Harrison  
Health Director  
BSPH | MPH

March 29, 2021

### **Processing Assistant III**

Part-Time

SALARY GRADE (57)

Salary at \$13.35 per hour

The Granville-Vance District Health Department is currently accepting applications for a part-time position as a Breastfeeding Peer Counselor in the Women, Infants and Children (WIC) program. This part-time position will work up to 20 hours a week.

The primary purpose of this position is to provide breastfeeding peer counselor services to eligible WIC Program participants. This position will provide basic breastfeeding information, encouragement, and support to pregnant and breastfeeding WIC eligible participants in accordance with the local agency's service delivery model. This position will develop a caseload of eligible participants for the Breastfeeding Peer Counselor Program.

This position will require a certificate of completion of the Breastfeeding Peer Counselor Core Training before providing breastfeeding peer counselor services. The training will be provided by a WIC Regional Breastfeeding Coordinator, who is an International Board-Certified Lactation Consultant, within 60 days of hire.

**MINIMUM TRAINING and EXPERIENCE:** Minimum qualifications for this position are high school graduation and demonstrate of knowledge, skills, and abilities gained through at least one-year of clerical experience; or an equivalent combination of training and experience. Bilingual is a highly preferred skill for this position.

**\*\*Must be currently breastfeeding an infant or have breastfed an infant for at least three months or longer\*\*.**

**APPLICATION PROCESS:** Interested applicants should submit a cover letter explaining your breastfeeding experience, completed State application (PD-107), and three work-related reference contacts via email to [humanresources@gvdhd.org](mailto:humanresources@gvdhd.org) or to :

Personnel Director  
Granville-Vance District Health Department  
Post Office Box 367  
Oxford, North Carolina 27565

**SELECTION PROCESS:** This includes review of qualifications, structured interviews, reference checks on qualified applicants and successful completion of pre-employment drug screen. This position is open until filled with first review of applications on April 16, 2021. AN EOE EMPLOYER.

*Your Environment. Your Community. Your Health.*

### Granville County

101 Hunt Drive  
Oxford, NC 27565  
919.693.2141

### Granville Vance Public Health

PO Box 367  
Oxford, NC 27567  
[www.gvph.org](http://www.gvph.org)

### Vance County

115 & 125 Charles Rollins Road  
Henderson, NC 27536  
252.492.7915

DBA Granville-Vance District Health Department