



Commonwealth Healthcare Corporation

Commonwealth of the Northern Mariana Islands

1178 Hinemlu' St. Garapan, Saipan, MP 96950



HUMAN RESOURCES

EXAMINATION ANNOUNCEMENT NO. 26-104

POSITION:	Patch Teen Health Educator	OPENING DATE:	<u>08/28/2026</u>
NO. OF VACANCIES:	6	CLOSING DATE:	<u>09/10/2026</u>
SALARY:	\$24,960.00 P/A		
PAY LEVEL:	UNGRADED		
	<i>The salary given will be determined by the qualifications of the appointee.</i>		
LOCATION:	Lucia "Chiang" Villagomez Arizapa Health Center Commonwealth Healthcare Corporation, Tinian		

NATURE OF WORK

The PATCH Teen Health Educator is a temporary, stipend-supported youth leadership position within the Division of Public Health Services, Maternal, Infant, Child, and Adolescent Health (MICAHA) Programs. PATCH—Providers and Teens Communicating for Health—is an evidence-based youth health and prevention program designed to increase adolescent engagement in and access to preventive health care services, including teen well-visits, preventive screenings, mental health services, and transition-related health care. Under the guidance of the Program Manager/Program Coordinator and designated Tinian program leadership, the Teen Health Educator uses the approved PATCH curriculum to bring youth perspectives into health education and health-system improvement. The position works with other teen educators to plan and facilitate peer workshops, provider workshops, community outreach, and other health-promotion activities. The purpose of the work is to strengthen communication between teens and health care professionals, improve teen health care experiences, and help ensure that programs and services affecting young people are developed with meaningful youth input.

DUTIES:

Under supervision and using approved PATCH training materials, the Teen Health Educator will:

- Commit to the PATCH program for the revised program period of August 2026 through January 2027 and maintain dependable attendance and participation.
- Attend and fully participate in the required five-day Teen Educator Training, totaling 20 hours (four hours per day/session), and complete any required refresher or skills-based training.
- Attend and actively participate in two two-hour enrichment meetings each month, generally scheduled every other Monday from 3:00 p.m. to 5:00 p.m., unless the program provides a revised schedule.
- Work collaboratively with fellow Teen Health Educators and program staff to prepare, practice, and facilitate PATCH workshops for teens, health care professionals, and other identified audiences.
- Help conduct peer workshops, provider workshops, community outreach, and other approved health-promotion activities at scheduled dates, times, and locations.
- Share youth perspectives and serve as a respectful teen representative during community events, conferences, meetings, and program-planning discussions.
- Provide peers with accurate, age-appropriate health information from approved PATCH materials and refer questions or concerns beyond the position's role to the supervising adult or an appropriate health professional.
- Promote healthy decision-making and help connect youth with appropriate, trusted health information and available services without providing medical advice, diagnosis, counseling, or treatment.
- Advocate respectfully for youth-responsive improvements in the community and health care system, consistent with PATCH goals and CHCC guidance.
- Assist with workshop preparation, participant engagement, educational materials, approved surveys or

CHCC is an equal opportunity employer. We consider all applicants for all positions without regard to race, color, religion, sex, disability, age, mental or veteran status, the presence of a non-job-related medical condition or disability, or any legal protected status.

evaluations, and other program activities assigned by the supervisor.

- Maintain required attendance, activity, and time records accurately and submit them according to program and CHCC procedures.
- Protect private and sensitive information; follow CHCC confidentiality, safety, conduct, social media, and youth-participation requirements; and immediately report safety concerns to the supervising adult.
- Perform other related PATCH program duties within the Teen Health Educator's training and level of responsibility, as assigned by the supervisor.

WORK SCHEDULE: Participation is anticipated to average up to approximately four hours per week (approximately 16 hours per month) over 24 weeks, with a maximum of 96 stipend-supported hours per Teen Health Educator, based on the approved project workplan and available funding. Hours may vary according to required training, enrichment meetings, workshops, community events, and other approved activities. Some activities may occur after school, during evenings, or on weekends with advance notice and required parent/guardian authorization.

QUALIFICATION REQUIREMENTS:

Education: Must be enrolled in high school or a recognized high-school-equivalent program during the applicable school-year.

Experience: No prior employment experience is required. School, volunteer, peer leadership, public speaking, health-promotion, or community-service experience is helpful but not required.

Other: Must reside on Tinian and be between 14 and 18 years of age by September 2026. Must submit all required application and parent/guardian authorization documents; be available for required training, enrichment meetings, workshops, and approved events; and comply with CHCC and PATCH program requirements. Final selection is subject to HR review and all applicable requirements for youth program participation.

LICENSES/CERTIFICATIONS: No license or professional certification is required at the time of application. Selected participants must successfully complete the required PATCH Teen Educator Training before independently facilitating assigned workshop activities and must complete any other training required by CHCC.

KNOWLEDGE: Basic understanding of issues affecting teens; awareness of the importance of preventive health care, mental health, healthy decision-making, confidentiality, and respectful communication; and willingness to learn the approved PATCH curriculum, available youth resources, and appropriate referral procedures.

KNOWLEDGE/SKILL/ABILITIES:

- Basic understanding of issues affecting teens; awareness of the importance of preventive health care, mental health, healthy decision-making, confidentiality, and respectful communication; and willingness to learn the approved PATCH curriculum, available youth resources, and appropriate referral procedures.
- Effective verbal communication, active listening, teamwork, public speaking or willingness to develop it, organization, dependability, respectful peer engagement, appropriate use of technology and social media, and accurate completion of basic activity and time records.
- Learn and present approved health information accurately; communicate with teens and adults in a respectful and culturally responsive manner; work as part of a team; accept coaching and feedback; maintain appropriate boundaries and confidentiality; recognize when to seek adult assistance; attend scheduled activities reliably; and represent PATCH and CHCC professionally.

PHYSICAL DEMANDS: The physical demands described here are representative of those required to perform the essential functions of this position. The Teen Health Educator must be able to attend training, meetings, workshops, and community events; communicate with participants; use standard presentation or educational materials; and occasionally carry or arrange lightweight supplies. Reasonable accommodations may be made in accordance with applicable requirements.

CONDITIONAL REQUIREMENTS:

Employment is contingent upon successful clearing of pre-employment health screening and drug screening in accordance with CHCC policy.

OTHERS Must reside on Tinian and be between 14 and 18 years of age by September 2026. Must submit all required application and parent/guardian authorization documents; be available for required training, enrichment meetings, workshops, and approved events; and comply with CHCC and PATCH program requirements. Participation requires at least two (2) hours during each scheduled biweekly enrichment meeting. Participants will receive a fixed monthly honorarium, subject to satisfactory attendance and completion of assigned program activities. Final selection is subject to HR review and all applicable program participation requirements.

Note(s):

- *Three-fourths 20 CFR 655, Subpart E: "Workers will be offered employment for a total number of work hours equal to at least three fourths of the workdays of the total period that begins with the first workday after the arrival of the worker at the place of employment or the advertised contractual first date of need, whichever is later, and ends on the expiration date specified in the work contract or in its extensions, if any."*
- *Employer-Provided Items 655.423(k): Requires Employer provide to the worker, without charge or deposit charge, all tools, supplies and equipment required to perform the duties assigned.*

INTERESTED PERSONS SHOULD SEND THEIR CURRENT APPLICATION FORMS TO:

Office of Human Resources

Commonwealth Healthcare Corporation

1178 Hinemlu' St., Garapan, Saipan, MP, 96950

Operation Hours: Monday Through Friday 7:30 AM – 4:30 PM and CLOSED on weekends/holidays.

Employment Application Forms will be available 24/7 at the employer's hospital facility's Main Cashier Office (entrance/exit point for all)

E-mail: apply@chcc.health

Direct Line: (670) 234-8951 ext. 3444/3410/3427/3583/3584

Trunk Line: (670) 234-8950

Fax Line: (670) 233-8756

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Note: Education and training claimed in Employment Application must be substantiated by diploma, certificate or license. Failure to provide complete application form or the required documents will result in automatic disqualification.