



Racine County Follow Up Coordinator Position Description

Background: Founded in 1958, Prevent Blindness Wisconsin improves the lives of children, adults, and families through early detection of eye conditions to prevent blindness and preserve sight. On-going vision screening activities and state-wide public health education lead to a lifetime of healthy vision. Our vision is for each Wisconsin resident to have healthy vision at every stage of life.

Prevent Blindness Wisconsin works in Racine County through the Racine Unified School District and 21st Century Preparatory School, Burlington Area, Kansasville, Raymond, Union Grove, and Yorkville School Districts to provide free, comprehensive vision screenings to children ages 3-5. These vision screenings identify children with possible vision problems and refer them to further vision care. To ensure children receive the vision care they need, Prevent Blindness Wisconsin has developed follow-up resources and classroom education to be used in Racine County elementary schools.

Job Title: Racine County Follow Up Coordinator

Deadline to Apply: Monday, October 1, 2018

Minimum Qualifications: Strong communication, organizational, interpersonal skills and ability to work independently is required. Computer literacy with Microsoft Office and database software. Computer with internet connection is required. Background check required.

Preferred Qualifications: Experience with community health, bilingual (Spanish), experience working with early childhood children.

Purpose: The position will further support Prevent Blindness Wisconsin's new initiative to provide follow-up resources and education to students after a vision screening referral throughout the entire county of Racine.

Reports to: Prevent Blindness Wisconsin Program Director

Principle Duties: Specific duties will include:

- Participate in vision screener training and certification provided by Prevent Blindness Wisconsin
- Interpret and record vision screening results
- Record screening results and follow-up information using Prevent Blindness Wisconsin's online data entry system

- Adhere to Prevent Blindness Wisconsin's recommended vision screening follow-up schedule
- Obtain at least 1 Success Story from RUSD of a child that received glasses after a vision screening referral
- Meet with Program Director as needed

Number of position open: 1

Hours: 10 hours per week | Hours Flexible

Anticipated Starting Date: October 2018

Application: Please submit a cover letter, resume, and three references.

Please send to:

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