

LEDGE LIGHT HEALTH DISTRICT

Job Description

Community Health Worker

- I. CLASSIFICATION:** This is a non-exempt regular employee position that may be full or part time depending on the needs of the District. This is an entry to mid-level, non-supervisory position.
- II. PURPOSE:** The primary responsibility of this position is to provide outreach, education and connections to services for District residents.
- III. SUPERVISION:** Reports to the Deputy Director.
- IV. SPECIFIC RESPONSIBILITIES:** (Examples – not a comprehensive listing)
- Conducts community outreach.
 - Provides public education.
 - Supports planning and logistical needs associated with events, meetings and the development of materials related to outreach and education.
 - Engages in conversations with people about their health and barriers to health and safety.
 - Supports community members in identifying individual goals and in connecting with support services.
 - Connects community members to the larger community of care.
 - Works collaboratively with partner agencies to support community members and address structural barriers to health.
 - Participates in ongoing training and education.
 - Completes data collection, report writing and record keeping activities.
 - Other duties as are required or requested.
- V. Minimum Qualifications:**
- A minimum of five years' experience working with community members and community organizations to promote health and wellbeing and address socio-economic barriers to health.
 - Experience with navigating systems of care and support services.
 - Familiarity with local support services and resources.
 - Computer skills, including knowledge and proficiency of Microsoft Office.
 - Ability to relate well with all segments of the public.
 - Ability to be outside and mobile to conduct outreach and participate in community events.
 - Ability to develop trust and rapport with participants, project staff and community partners.
 - Demonstrated skill in active listening.
 - Understanding of ability to maintain appropriate boundaries.
 - Cross-cultural skills and experience with culturally diverse populations.
 - Ability to effectively communicate orally and in writing in English.
 - Specific Community Health Workers positions may require the ability to effectively communicate orally and in writing in English and Spanish or another primary language of some District residents.
 - Strong customer service skills.
 - Strong communication and time management skills.
 - Ability to honor confidentiality requirements.
 - Valid driver's license required.
- VI. Personal Attributes:** Ability to work with the staff as a team player; organized; reliable; flexible.