

Community Health Worker Job Description - CARE Coalition

Position: Community Health Worker

Position Level: 25-35 hours per week. This position is funded by available grant funding and may not extend beyond the duration of the grant or time-limited project or any subsequent renewal of it.

Reports to: Administrative Grant Manager

Compensation: \$13 per hour. This position requires working some evenings and weekends, depending on Coalition activities and events. This position requires some out of town travel. Paid time off is offered after 60 days.

Description: A Community Health Worker (CHW) is a trusted member of their community. They assist individuals within their community to adopt healthy behaviors through providing information, education, training/workshops, social support, and non-medical case management. The ideal candidate for this position will enjoy working face-to-face with members of the Hispanic or Asian communities and have a passion for educating the community through verbal communication and information sharing.

Responsibilities: Include, but may not be limited to:

- Provide culturally appropriate and accessible health education, information, and referrals to build individual and community capacity.
- Attend community trainings on health and wellness, including those closely related to the HIV Continuum which includes prevention, testing, counseling, linkage to care, access to care, medical and supportive services and treatment adherence.
- Attend the US Conference on AIDS (USCA) September 10-13, 2015 IN Washington, DC, and travel the day before and the day after. Travel is reimbursed by the employer.
- Conduct outreach activities. This includes participating in the Remote Area Medical Event October 2nd-4th, 2015, Get Healthy, Get Covered, Veterans Stand down, as well as local community, health, school, and safety fairs.
- Create peer to peer trainings to conduct in the community at the grassroots level regarding health and wellness, including HIV/AIDS, substance abuse, and mental health. . This may be at apartment complexes, schools, after school programs, or other appropriate events.
- Provide HIV/AIDS non-medical case management and intervention services by identifying and minimizing access to care barriers, developing personal care plans, setting goals, obtaining needed services
- Act as a liaison to the Coalition as well as to other community agencies, hospitals, and local and state departments as necessary, and will be part of any committee or collaboration as requested.
- Attend Coalition and community meetings and events.
- Complete documentation and data entry needed for the Coalition and/or grant funding.
- Complete the Nevada Community Health Worker Training Course through College of Southern Nevada. Training will be paid for by employer.

Required Qualifications:

- High school diploma and a minimum of one year of experience in non-profit or community advocacy work.
- Live in and have strong community ties to Clark County, including Las Vegas, Henderson, North Las Vegas, and unincorporated Clark County.
- Proficient in Word / Excel / PowerPoint
- A valid driver's license, personal reliable transportation, valid car registration and insurance. Travel in a personal vehicle is required for this position.
- The ability to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification document form upon hire.
- Ability to pass a background check, finger printing, and a drug test.
- Comfortable distributing flyers, brochures, or other information and having discussions about HIV/AIDS, substance abuse, mental illness, and other health concerns.

Preferred skills and abilities:

- Speak, read, and write fluent English and Spanish or other language.
- Two years of experience in focused non-profit or volunteer work and/or demonstrated experience in grassroots organizing skills including education, outreach and community mobilization.
- Understanding of HIV/AIDS, health/social services and/or education, mental health or addictive disorders, as demonstrated through education, employment or personal experience
- Experience in public speaking or small group presentations on topics such as health, wellness, HIV/AIDS, substance abuse, and mental health.
- Good personal organization skills, ability to work independently, handle multiple tasks and prioritize and use time effectively.
- Must have attention to detail and accuracy, must be flexible and adaptable to changing situations.
- Interacts positively and respectfully with colleagues, supervisors, and community members.

If you are interested in this position, please email a cover letter and resume to Anna@CARECoalitionNV.org. Please include information about your ties and participation in the community as well as any experience related to health and wellness.