

Position Title:	Community Health Worker				
Working Title:	Same				
Agency Unit:	Administration		Reports to:	Community Health Planner Supervisor	
Employment Status:	Full-Time	Pay Grade:	\$15.00 to \$18.00 entry \$16.00 to \$22.00 depending on experience and education	FLSA Status:	Non-exempt

Position Summary: The Community Health Worker will build trust with and between community members, community agencies, and partners to engage participation the Minority Health Assessment Process. Responsibility includes leveraging relationships with local community-based organizations to identify and share community needs. The Community Health Worker will help to bridge communication and understanding between the community and public health and its partners.

Essential Duties: Under the general supervision and/or as part of various workgroups and teams, the Community Health Worker/Health Coach performs the following essential functions within the framework of Panhandle Public Health District's provision of the core functions and essential services of public health:

Community Health Worker duties include:

- Bridge communication and understanding between the community and PPHD including translation as needed.
- Aid in community listening sessions, survey distribution and collection, and mapping.
- Develop work plan relative to the project goals.
- Become familiar with community and community resources.
- Complete self-motivated tasks and collaborate with teams while prioritizing workload and meeting deadlines.
- Comply with all reporting requirements.
- Actively participate in Performance Management and Quality Improvement activities.
- Participate in PPHD and community emergency response training and drills to support public health emergency and disaster preparedness consistent with job functions.
- Assumes responsibility for own professional growth and development by pursuing education, participating in professional committees and workgroups, and contributing to a work environment where continual improvements in practice are pursued.
- Performs other duties assigned.
- Follow and adhere to all HIPAA and PPHD confidentiality and privacy policies and practices.
- The core functions and essential services of public health.
- National public health accreditation standards.

Behavior Expectations: Treats other with courtesy and respect in all interactions and abides by PPHD's Guiding Principles.

Minimum Qualifications: Active community member with knowledge of local community networks.

Valid Nebraska driver's license, current certificate of vehicle insurance, and access to reliable transportation to all assigned work locations?

Knowledge, Skills and Abilities: This position will require the following knowledge, skills, and abilities:

- An energetic self-starter who can function comfortably in a team environment and

independently and relates well to the public.

- Flexibility and the ability to manage time and multiple tasks with little supervision.
- Effective presentation of data to address scientific, political, ethical, and social public health issues.
- Apply the principles, practices and theories of public health assessment and planning to health promotion, policy development, and health improvement.
- Communicate effectively and work collaboratively with individuals and groups from a wide variety of backgrounds, interests, and experiences.
- Demonstrate ability to facilitate planning processes with diverse groups.
- Excellent written and oral communication skills.
- Computer skills

Work Environment:

General office setting in the PPHD office sites, as well as community sites. This may require evenings and weekend work which may be performed at home. Equipment used to perform functions is computer, fax, copier, personal or PPHD vehicle, and public health equipment and supplies. This position will require travel within the Panhandle, as necessary.