

GCCARD COMMUNITY HEALTH WORKER

UNION NON-UNION

FULL-TIME/PART-TIME Part-Time

OPEN DATE 9/29/2020

CLOSED DATE 10/13/2020

NUMBER OF OPENINGS 1

LOCATION Health Department

POSITION REQUIREMENTS **Salary: \$15.65**
Part-Time

MINIMUM QUALIFICATIONS:

GED/High School diploma, valid driver's license **AND** At least 2 years experience in home visiting services or direct client services

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of community resources;

Knowledge of greater Flint area neighborhoods;

Previous experience working with diverse populations;

Previous experience in home visiting and direct client services;

Previous experience with maternal and child population;

Previous experience in health and human services arena;

Drivers license and own transportation;

Ability to work effectively with officials of other agencies, employees, and the general public;

Ability to be highly effective in both verbal and written communications;

Ability to attend work regularly and work under stressful conditions.

DESCRIPTION **GENERAL STATEMENT OF DUTIES:** Performs outreach, recruiting and client services to potential program participants and enrolled program participants. Works under the general direction of the Division Director or his/her designee; performs related duties as assigned.

STATEMENT OF TASKS:

- Successfully complete CHW training
- Perform outreach in communities of need, based on the outreach plan
- Recruit and enroll pregnant participants, in accordance with grant requirements
- Conduct client education in community settings, in accordance with training, and program and grant requirements
- Conduct client education in homes, based on referrals from clinical staff, in accordance with program requirements
- Receive referrals, and perform client services necessary to access basic needs and health care
- Provide outreach and client documentation and other data to program staff
- Comply with HIIPA regulations and client confidentiality standards
- Participate in coalitions, as appropriate
- Market program to agencies that serve pregnant women and children 0-2
- Perform other duties as assigned
- Adhere to program and county policies and procedures

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