

## EMPLOYMENT OPPORTUNITY



### **COMMUNITY HEALTH WORKER GENESEE COMMUNITY HEALTH ACCESS PROGRAM (CHAP) Greater Flint Health Coalition – Flint, MI**

Greater Flint Health Coalition is seeking a Community Health Worker to join our Genesee Community Health Access Program (CHAP) team.

#### **Overview:**

Genesee CHAP is an innovative, collaborative medical home program, serving Genesee County & Flint area children ages 0-21 years with Medicaid insurance. Genesee CHAP uses a multi-disciplinary, community and clinically-based team to link families with a medical home (primary care physician), health behavior, mental health, lead, and asthma education, transportation to medical home visits, interpreting services, and community resources to effectively address the social determinants of health.

The Community Health Worker position serves as a liaison, link or intermediary between health and social services and the community to facilitate access to services, and improve the quality and cultural competence of service delivery. Builds individual and community capacity by increasing our client's health knowledge and self-sufficiency through a range of activities such as outreach, community education, informal counseling, social support, and advocacy. Works as a member of the interdisciplinary CHAP program team to provide residents with linkages to community-based and health-related services that support individuals/families to address the Social Determinants of Health.

This exciting position and your specific projects, tasks, and responsibilities will evolve over time. Flexibility, community knowledge, and a commitment to continuous learning will be required of the successful candidate. A skill set based in public health, health care service, and community navigation will be vital to this work to improve the social determinants of health for local residents.

#### **Primary Responsibilities:**

- Provide basic health information and assist patients with linkages to health, social and other needed services.
- Assist with and attend outreach events and community networking activities in various settings (i.e., schools, churches, health-related organizations, and other community locations).
- Work collaboratively and effectively within an interdisciplinary team.
- Help clients to use resources, including scheduling appointments, and assisting with completion of applications for programs for which they may be eligible.
- Motivate patients / clients to be active, engaged participants in their health management.

- Effectively work with people (e.g. staff, clients, doctors, agencies, etc.) from diverse backgrounds in reducing cultural and socioeconomic barriers between clients and institutions.
- Continuously expand knowledge and understanding of community resources, services and programs provided
- Conduct home, school and/or community visits to identify issues, provide interventions, and support the child and family as necessary.
- Adhere to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all related legislation to safeguard Protected Health Information (PHI).
- Document activities in required databases as required by program procedures.
- Support the mission, vision, values and key strategies of the Greater Flint Health Coalition and development of collaborative relationships with the organizations that interface with the program.
- Other duties and responsibilities as assigned.

### **Qualifications & Experience Required:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

- High School diploma or equivalent; college degree in social work technician, social work, or nursing preferred
- Certification as a Community Health Worker or willingness to become certified a plus.
- Must be willing and able to visits clients in their homes in Flint and Genesee County, Michigan.
- Experience working in healthcare environment a plus.
- Bilingual (Spanish/English) a plus.
- Competent in Microsoft Office computer applications (including Word, Excel, PowerPoint, and Access), internet usage, and use of office machines.
- Prioritization and organization skills.
- Valid Michigan driver's license, automobile insurance, and a reliable vehicle.
- Maintains high level of confidentiality and acceptance of diverse populations.
- Demonstrates a high level of cultural competencies in the daily performance of duties.
- Ability to build and maintain relationships with a diverse population.
- Demonstrates ability to work within a team-based environment; is flexible with schedule, tasks and settings; complies with organizational, state and federal rules.
- Demonstrates excellent customer service performance on all contacts with internal and external customers, with attitude and actions that are consistent with Genesee CHAP's culture.
- Ability to work independently with minimal supervision.
- Excellent interpersonal, written and oral communication skills and an ability to present self in a courteous, tactful, and professional manner.
- Considerate, attentive, and punctual.
- Great passion for the mission, vision, and values of the Greater Flint Health Coalition and able to promote these both internally and externally.
- Motivated, reliable, collaborative.

**Reports to:** Senior Program Director

**Job Status:**

Hourly, 20 – 40 hours per week

**Compensation:**

Greater Flint Health Coalition’s collaborative work environment emphasizes teamwork, personal commitment, integrity, and success. In addition to the meaningful and groundbreaking work to improve health on a community-wide level, GFHC offers a competitive salary commensurate with experience. Hourly rate starting at \$15/hour. Accrued paid time off. Mileage reimbursement. Benefits available for full-time status employees, including medical, vision, dental.

**About Greater Flint Health Coalition:**

Greater Flint Health Coalition serves as the neutral convener and backbone organization for public health and healthcare collaboration between Flint & Genesee County hospitals, physicians, insurers, businesses, government, public health, schools and colleges, nonprofits, and citizens. We work to improve the health status of area residents, and improve the quality and cost effectiveness of the healthcare system in our community. For more information on the GFHC and our work, please visit our website <http://www.gfhc.org>.

**To apply, please submit the following Application Materials:**

Qualified applicants please submit (a) cover letter (addressing how candidate meets qualifications), (b) resume, (c) salary history, and (d) employment references via email to [jobs@flint.org](mailto:jobs@flint.org), c/o Greater Flint Health Coalition, Attn: Human Resources, 519 S. Saginaw Street, Suite 306, Flint, Michigan 48502. In the subject line of your email, please write “CHAP Community Health Worker”.

This position is open until filled.

Full posting also listed at <http://www.gfhc.org>.

**NO PHONE CALLS PLEASE.**

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