



POSITION AVAILABLE

Position: Community Health Advocate I / II
Department: Maternal Child Health/Prenatal Outreach
Office: Health Promotion

Posting Date: November 22, 2021
Hours: Full-time, M - F 8 am - 4:30 pm
Starting Salary I: B22 \$20.59/hour \$42,827.20/annual
Starting Salary II: B23 \$21.88/hour - \$45,510.40/annual
**Salary Commensurate with Relevant Work Experience*

Minimum Qualifications:

- Associate Degree in Social Science, or related field and 2-3 years community-based work experience in community health, community outreach or social services
- Current Certification as a Community Health Worker (CHW) OR Initiation/completion of CHW educational requirements after one year of employment
- Proficient with Microsoft Word, Excel, and PowerPoint
- Current valid Ohio driver's license & access to a motor vehicle

Preferred Qualifications:

- One of the following:
 - A Bachelor's Degree in Social Science, Behavioral Science or related field
 - An Associate Degree and 2 years of experience as a Community Health Advocate I
 - 5 years of relevant work experience in community health, social services, community outreach
 - 5 years of work experience as a Community Health Advocate I

Responsibilities include but not limited to:

- Responsible for Case Management, home visiting, documentation, and care coordination activities, Including: planning for and providing face to face home visits, prenatal and postpartum health education, infant growth and development education with each client within your caseload; providing appropriate referral and follow up services for clients, as well as acting as an advocate on behalf of the clients and functioning as a community liaison between clients and community agencies to ensure clients' needs are met.
- Completing Intake Report, early Head Start Family Strengths and Needs Assessment, Birth Outcome Report, Relationship Assessment, Edinburgh postnatal screening, Safe Sleep, various ages and stages questionnaires, the Social-Emotional tool, and Exit report on each client in caseload and following up with education or referral based on the results of these screenings.
- Performs care coordination through outreach and home visits to perform health assessments of clients and educate them on various health topics; Recruiting and maintaining a caseload; Canvassing to recruit potential clients.
- Ensuring attendance at training and quality assurance activities as needed and necessary to acquire/ update, and maintain skills and information
- Required to play an active role during a public health emergency, crisis, outbreak, incident, or event in which the Health Commissioner deems additional changes in responsibilities and working locations /hours.

PHDMC provides a quality, affordable and competitive package to full time employees, including the following:

- Health, Dental, Vision Insurance, Vacation, sick and personal leave, Paid holidays
- Membership with Ohio Public Employees Retirement Systems (OPERS)
- Eligibility to contribute to a Deferred Compensation Program (Section 457) plan

How to apply: Complete the application found on our website: www.phdmc.org/about/employment-postings

Fax, email, or deliver the completed application and resume to Human Resources at:

Public Health – Dayton & Montgomery County
117 South Main Street, 2nd Floor
Dayton, Ohio 45422

Fax (937) 496-3070
humanresources@phdmc.org

This position is Grant funded and the Closing date to Apply: December 21, 2021 or until position is filled

Position is subject to a criminal background check.

Applicants who declare use of nicotine/tobacco in any form including replacement therapy products and prescription medications used to treat smoking addiction on the PHDMC Application for Employment or addendum thereto, shall not be considered for employment.

PUBLIC HEALTH- DAYTON & MONTGOMERY COUNTY (PHDMC) IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OR RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, AGE, NATIONAL ORIGIN, DISABILITY, MILITARY STATUS, VETERAN STATUS, GENETIC TESTING, OR OTHER UNLAWFUL BIAS EXCEPT WHEN SUCH A FACTOR CONSTITUTES A BONA FIDE OCCUPATIONAL QUALIFICATION ("BFOQ").