



Community Engagement Coordinator

The California Health Collaborative, a nonprofit corporation providing innovative health programming statewide is recruiting One Full-Time Community Engagement Coordinator (Merced).

Under general direction of the Project Director and the Program Manager, the Community Engagement Coordinators (CEC) support the planning, implementation and evaluation activities of the Central Valley Asian/Pacific Islander Partners and Advocates Countering Tobacco (API PACT) Program. API PACT is a Central Valley regional tobacco control program tasked with reducing tobacco related health disparities and improving health equity among Asian/Pacific Islanders residing in the Central Valley.

ESSENTIAL DUTIES

1. Consults with the Project Director and the Program Manager, relative to planning, policy and program direction.
2. Responsible for providing intervention activities to reduce/prevent use of tobacco and reduce tobacco related health disparities among Asian/Pacific Islanders. The CEC, in conjunction with the Program Manager, will represent the program at all community and educational-based community events and activities.
3. Provides support in the development of functional program work plans, which are intended to direct program activities in the achievement of program goals and objectives.
4. Performs ongoing process and outcome evaluations.
5. Assists with plans and logistics for all program meetings and educational presentations.
6. Provides support in the development of proposals, applications, and/or requests for new or continued funding.
7. Represents the California Health Collaborative at meetings with committees, community agencies, care providers and related entities, and facilitates inter-agency linkages, communication and collaboration.
8. Engages and trains youth in the Central Valley as tobacco control youth advocates.
9. Procures required levels of community support to assure contract compliance.



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QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The qualifying requirements listed below are representative of the knowledge, skill, judgment, and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND/OR EXPERIENCE

Education and experience requirements are: a Bachelor's degree in Public Health, Social Work or a related field and a minimum of one year experience working with youth and families in a culturally diverse setting

OR

A combination of work experience and education, indicating an ability to fulfill the requirements of the position. Two years related experience may be substituted for each year of college credit.

Bilingual Hmong, Punjabi, and Lao preferred or experience working with the API population and a proven interest in serving the API population through culturally appropriate public health programming. A valid California Driver's License and proof of insurance is required.

Qualified candidates respond to this ad including your resume and cover letter to HR@healthcollaborative.org Reference #453.

California Health Collaborative is an Equal Opportunity Employer