



HUMANIDAD
Therapy & Education Services

**1260 N. Dutton Ave Suite 230
Santa Rosa, CA 95401
707-525-1515
www.humanidadtherapy.org**

Mission Statement	Core Values
Humanidad's mission is to strengthen the lives of the Latinx community by increasing access and utilization of community mental health resources. We transcend barriers and reduce stigma by providing culturally proficient therapist training, inclusive community education, and bilingual therapy services.	Compassion – We serve our community with commitment and dedication. Culture – We respect and honor all cultures. Integrity – We take great pride in providing high quality services. Heart-Driven – We do the work because we love the work.

**Position: Community Health Worker
Job Type: Part-Time, Full-Time Non-Exempt
Pay Rate: From \$22.00-26.00 per hour BOE
Schedule: 20 - 40 Hours Per Week
Monday to Friday, some evenings and weekends as needed**

Humanidad envisions healthy and thriving communities where the stigma associated with mental health does not exist and all have access to quality and compassionate culturally sensitive therapy services.

Position Summary:

The most widely used definition for Community Health Workers comes from the American Public Health Association and it states that a CHW is “a frontline public health worker who is a trusted member of and/or has an unusually close understanding of the community served. This trusting relationship enables the worker to serve as a liaison/link/intermediary between health/social services and the community to facilitate access to services and improve the quality and cultural competence of service delivery.”

Under the supervision of Humanidad Therapy and Education Services Programs Manager. CHW, provides direct services within Humanidad’s in-house clients, and promotes, engages clients through outreach events. Links clients to local medical services and or mental health services.

Responsibilities:

- Provides health coaching, patient navigation, health education and/or health promotion for a diverse patient panel within assigned health programs.
- Conduct extensive outreach activities within a specific health program and/or to define client populations.

- Assists Intake Coordination team with identification of supportive services and resources available to our in-house clients to meet specific needs.
- Connects clients with supportive services and resources that are critical to their overall health and wellness.
- Works with the intake Coordinator to provide Care Management and Care Coordination including engaging families, providing home visits, addressing basic needs, and health coaching.
- Works collaboratively with the programs team to optimize communication, coordinate needed services, and meet the needs of the client.
- Participates in activities related to addressing the social determinants of patient and community health such as assessing community strengths, advocating for needs of individuals and families, and assisting with community organizing.
- Conduct daily data entry within the eCW system to track patient encounters and progress.
- Other duties as assigned.

Skills and Experience:

- Certificate of completion from Community Health Worker Program or equivalent experience.
- 1-2 years' experience working with priority patient populations or within project areas, ideally within a healthcare/mental health or community setting.
- Demonstrated commitment and skills to provide appropriate care to a diverse population.
- Knowledge of community resources and networking ability
- Basic computer skills including commonly used applications such as gmail and or other platforms recommended for data purposes..
- Must have an acute attention to detail and follow through on commitments.
- Must have the ability to manage priorities and workflow.
- Expected to have strong interpersonal skills and can understand and follow written/verbal instructions.

Other Requirements:

- Computer and office skills in Microsoft Word, Excel, Google Docs, email, fax, cloud-based programs
- Excellent verbal and written communication skills.
- Must be fluent in English (written and verbal); Spanish language skills a plus.
- Must understand and be sensitive and responsive to serving culturally diverse populations.
- Ability to work autonomously with focused direction, advocate for team approach, utilize strong organizational skills, project appropriate confidence, listen well, problem solve in on-the-spot situations, remain calm and reassuring in unexpected situations while maintaining confidentiality.
- Must have an interest in working with persons with mental/medical and/or behavioral health disabilities.

- Able to identify areas needing improvement and to take initiative to suggest viable alternatives.
- Ability to work flexible hours required (generally normal business hours, with occasional flexibility needed for evening availability).
- Must be able to work within all the rules, regulations, and policies that govern agency compliance.
- Must have a valid California driver's license with an insurable driving record, use of own vehicle (mileage will be reimbursed). Ability to meet contract requirements.
- Must have a commitment to excellence and high standards.
- Ability to demonstrate a positive customer service, client centered approach always.

Physical demands

- Capable of the following intermittent activities: stretching, bending, kneeling, twisting, squatting, reaching above or below the shoulder, pushing, pulling, grasping
- Lifting to 25 pounds. Job frequently requires sitting, handling objects with hands and the use of fine motor skills.
- Often operates a computer and other office productivity machinery, such as a calculator, copy machine, and computer printer. Job occasionally requires standing, walking, reaching, talking, and hearing.
- The person in this position needs to occasionally move about inside the office to access file cabinets, office machinery, etc. Vision requirements: Ability to see information in print and/or electronically.

Language Skills: Bilingual English/Spanish

CA Driver License: with an insurable driving record

Exempt: No

Localization: Main office, remotely, clinics, work field

The Community Health Worker:

- Promote Connections
- Provide Resources
- Reduce Stigma
- Support Healing Process
- Engage Community Leaders
- Take Action
- Educate

Other duties

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

Work environment

Temporary remote work and in the office due to COVID-19. This position will be a combination of Office, remote and in-field work, it requires some times your presence at the office and some driving to different events

Humanidad Therapy & Education Services is an Equal Opportunity Employer

I have read and understand the contents of this job description.

First, Last Name: Marlon Javier Montoya Mejia
Signature: Marlon Montoya
Date: 07/05/2023