

COMMUNITY HEALTH WORKER PREVENTION SPECIALIST
HEALTH PROGRAM MANAGER III

Job Summary

The Community Health Worker Prevention Specialist will perform complex educational, consultative and technical work in collaboration with individuals, employers, communities, academic entities and community-based organizations interested in the advancement of Community Health Workers in Arizona. This position will oversee the program elements including planning, development and implementation of Community Health Worker/Promotora training and certification programs. This position will provide leadership and management of training and future regulation requirements of Community Health Workers/Promotores in Arizona. This position will implement techniques for measuring, evaluating and achieving program goals, collect, organize, analyze and prepare materials in response to requests for information and reports, coordinate work with state advisory committees, community stakeholders, academic institutions and training programs, regional and local public health departments, other agencies, community-based organizations and the general public; and provide direction for administrative support staff.

Reports to the Office Chief, Chronic Disease Programs

Primary Responsibilities	% of Time
Oversee program elements including programming, development and implementation of Community Health Worker training and certification programs	20
Serve as a catalyst and coordinator for continued work in the areas of definitions, scope of practice, core competencies, awareness, workforce development, and sustainability	20
Plan, develop, revise, implement and evaluate policies and procedures to strengthen the professional identity of community health workers, foster leadership among CHW organizations and promote the integration of CHWs into the health care, public health and human service workforce.	20
Develops, staffs and coordinates work with a statewide Community Health Worker Advisory Committee	20
Assist in the design of subproject activities, including the preparation of work plans, reports, budgets, implementation schedules, trainings and evaluation criteria	10
Assist in the identification of community partners (i.e. CBOs and other local organizations) and develop linkage agreements and partnerships and serves as a liaison with targeted communities and stakeholders	5
Perform other duties as assigned	5

Knowledge of the following:

- policy, system and environmental change process
- community health worker movement
- private and public health delivery system in Arizona
- chronic diseases that include diabetes, heart disease/stroke, health aging treatment, etc.
- project development, implementation and evaluation
- program and budget planning and management
- creating goals and SMART objectives
- proficient in Microsoft Office

Skills

- program planning
- program evaluation
- advanced written and verbal communication techniques
- group facilitation techniques
- proactive problem identification and resolution
- collecting/analyzing data
- report preparation/record keeping
- prioritizing project tasks
- developing and maintaining cooperative and collaborative relationships with professional and community groups, community-based organizations, medical community, and inter-agency/intra-agency teams

BA in Public Health/MPH or a related advanced degree with 2-3 years relevant experience
Must have experience in project planning, monitoring and evaluation, and community health
Experience working with community health worker movement
Knowledge of relevant community organizations and resources
Bilingual in English and Spanish is preferred