

POSITION DESCRIPTION

CONFLUENCE AMERICORPS PROGRAM

Providing leadership and professional experiences to AmeriCorps members by partnering with local organizations that address critical, environmental needs in low-income communities and communities of color. www.confluencecenter.org

POSITION TITLE

Community Health Educator

PROJECT SPONSOR

Multnomah County Health Department – Environmental Health



PROJECT SUMMARY

In Partnership with the Confluence Environmental Center, the Community Health Educator will mutually support Multnomah County's Lead Poisoning Prevention program (50%) and the remaining programs within the Healthy Homes and Families department (50%), through outreach to low-income communities and communities of color. Primary goals will be to increase lead screening clinic sites in these communities, recruit and train volunteers from the same and to engage communities in need with best practices information around a variety of health homes educational topics.

ESSENTIAL FUNCTIONS (to include, but not limited to):

- Recruit and coordinate outreach sites for community blood lead testing
- Recruit and coordinate the service of lead screening volunteers and on-call lead testers
- Conduct lead testing and provide community education at lead testing and education events
- Serve with Environmental Health staff to develop bilingual and low literacy educational and outreach materials for Healthy Homes topics (Green Cleaning, Lead, Radon, Pest Management, Mold, Indoor Air Quality)
- Develop Power Point presentations on Healthy Homes topics to present to youth in schools
- Respond to requests for community education on Healthy Homes topics to Head Starts and other community groups.
- Staff tables at Health Fairs and conduct outreach events on Healthy Homes topics.
- Maintain client confidentiality.
- May assist EPA Grant staff in developing educational materials and supporting documents for Indoor Air Quality for School Action Plans
- May assist Tobacco Prevention staff in distributing educational information to Spanish Speaking communities.
- Complete and submit all necessary Confluence/AmeriCorps paperwork and reports in a timely manner.
- Attend and complete all Confluence/AmeriCorps training and service requirements including orientation, training's, team meetings and national service days.
- Wear Confluence uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.

POSITION REQUIREMENTS

- Experience with diverse ethnic populations, people of color, immigrants, seniors, youth, people with disabilities, or low-income individuals. OR
- Desire to serve with diverse groups of people to promote environmental stewardship and an ethic of service.
- Good Presentation skills
- Bi-lingual in Spanish/English
- Willingness to conduct Lead testing
- Communicate effectively to groups
- Must have a valid driver's license

- A cooperative manner and the ability to serve as part of a diverse team.
- 18 years of age or older, at beginning of service term.
- U.S. citizen, national or lawful permanent resident.
- Possession of a high school diploma or equivalent, or commit to earning one prior to receiving award.
- Ability to commit to the full term of service for which they are applying.
- Must successfully pass a fingerprint criminal history background check provided through the State of Oregon Clearinghouse, FBI criminal identification systems, the member's home state, and upon a satisfactory report from the National Sex Offender Registry.
- Regular and reliable attendance and dependability.
- AmeriCorps members can enroll in multiple terms of service that add up to the value of two full-time education awards. In other words, you can blend summer, part-time and full-time service positions and receive awards as long as the combined service terms don't exceed two full terms. You can also serve additional terms and elect not to receive an award. Please see <http://edaward.org/guidebook/multiple-terms> for full information.

PREFERRED QUALIFICATIONS

- Community Outreach experience preferred
- Computer skills – Word, Power Point
- Familiarity with low-income communities and/or communities of color.

MEMBER BENEFITS INCLUDE

- A taxable, monthly living allowance (\$12,100 paid over the term of service).
- Upon successful completion of a term of service, eligible members receive an education award of \$5,550. The education award can be used to repay qualified student loans or for further education in an accredited institution of higher learning, vocational or trade schools. The education award is taxed in the year that it is used.
- Loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable).
- Basic medical insurance (covers members only, not dependents; vision and dental not included).
- Child care allowance for those who qualify.
- Professional development, trainings and networking opportunities.
- Qualified individuals with disabilities and those from diverse backgrounds are strongly encouraged to apply. We provide reasonable accommodation for qualified individuals and conduct all activities in full accessible settings.

PROJECT LOCATION

847 NE 19th Ave, Portland, OR 97232

TRANSPORTATION INFORMATION

- Access to County Car

DATES OF SERVICE

September 4, 2013 - July 25, 2014 (1700 hours – 11 months)

HOW TO APPLY

Step 1 – Apply to the Project Sponsor: - Email the following items to – Perry Cabot, perry.cabot@multco.us, 503-988-3400 * 24308.

- **résumé**
- **cover letter**
- **contact information for three references**

The Project Sponsor will conduct all initial interviews and recommend a candidate for this position.

Step 2 - Apply to Confluence: The application takes time to complete; we recommend you complete it before or right after Step 1. Application materials can be completed online at the [AmeriCorps website](#) and submitted to a Confluence position. A complete Member application includes the following:

- **AmeriCorps Application**
- **Two Written References** – These are included in the AmeriCorps online application.
- **Online Certification Form** – This document must be mailed to our office with an original date and signature (no fax). This form is included in the AmeriCorps online application or it can be found on the [Confluence website](#).

Step 3 - Interview: Recommended candidates will interview with Confluence Environmental Center.

Step 4 – Position Placements: Confluence will make all official placement offers. No offers will be made until steps 1-3 are complete.

For general questions about AmeriCorps, Confluence or our recruitment process, contact:

Sherrie Jackson
Confluence Environmental Center - Program Support Coordinator
5441 SE Belmont Ave., Suite E205
Portland, OR 97215
503-719-6779
sjackson@confluencecenter.org

Confluence is an equal opportunity employer, and does not unlawfully discriminate on the basis of Ethnicity, race, age, gender, gender identification, gender expression, sexual orientation, national origin, income, educational background, work experience, appearance, relationship or family status, political affiliation, religion, or the presence of any sensory, mental or physical disability.