



Job Title: Community Health and Wellness Patient Navigator
FLSA Status: Full Time, Exempt
Reports to: Director of Operations

The Center for African American Health is a community-based nonprofit organization dedicated to improving the health and well-being of African Americans. The Center works toward health equity for the underserved African American community by offering culturally competent health education and outreach that empowers community members to overcome the root causes of health problems, maximize their own individual health and access health and support services.

The Center is building upon existing partnerships and creating new collaborations to begin to address the needs of children, youth and families. We are looking for detail-oriented and organized team members who excel in fast-paced nonprofit environments, are interested in working to promote community health through inquiry, innovation and impact and in joining a well-respected, high-impact organization with a rich history of community service.

As part of the community outreach function, the Community Health & Wellness Patient Navigator supports the development of and executes on the outreach strategy in and throughout the metro Denver area for the purposes of impacting health outcomes, health care systems navigation, basic human resource needs, and community engagement. This position is responsible for establishing and cultivating relationships with community stakeholders and providers, implementing and managing community events, patient/health navigation, and engaging community members in Center programs and resources.

Primary Roles and Responsibilities

- Responsible for establishing trusting relationships with community members, their families and community-based organizations
- Assist with patient counseling, treatment adherence, assessments, navigation of health care services, and transportation coordination as appropriate
- Identifies and assists patient/community members with their health issues, and recognize when a clinical intervention from other health provider partners is necessary
- Create referral linkages with providers, community organizations and targeted providers to implement community resources, health and wellness events and/or educational programs that address barriers to care, resources and enhance stakeholder knowledge, and ultimately impact healthier individual and family outcomes
- Collaborate with internal departments and outside agencies to obtain data that is pertinent to the overall success of health education/promotion programs and community resources
- Assists in addressing members barriers to care, resources, and encourage/foster relationships with their providers and agencies
- Work as a member of the team, willingly providing back-up support for co-workers when appropriate and actively supporting group goals
- Develop and present health education and promotion programs
- Document activities and record information, such as the number of participants attending and completing programs, presentations conducted, and persons assisted

- Design and conduct program evaluations to assess the quality and performance of health navigation resources and program partner efficacy
- Maintain databases, mailing lists, telephone networks, and other information to facilitate the functioning of health resource navigation and education programs
- Collaborate with health specialists and civic groups to determine community health needs and the availability of services
- Develop and maintain health education references to provide resources for staff and community agencies
- Balance conflicting priorities in order to manage workflow, ensure the completion of essential projects, reports and meet critical deadlines

Requirements/Qualifications

- Bachelor's degree in Social Work, Health and Human Services, related field or equivalent work experience.
- Excellent public speaking and presentation skills
- Strong writing skills, and ability to convey information in a clear, and concise manner
- Demonstrated leadership experience working with patients, coordinating events, and leading groups
- Demonstrated ability to work with persons and groups of diverse racial, ethnic, and economic backgrounds.
- Interest in community health/health equity
- Ability to connect with diverse communities and forge strong relationships
- Strong computer skills, familiarity with Microsoft Office 2016, Word, Excel, Outlook, PowerPoint,
- Demonstrated ability to organize, set and implement priorities, manage multiple tasks with attention to detail
- Ability to analyze problems and find solutions which support and enable sound decision-making
- Ability to perform several tasks concurrently, time management and organizational skills
- A multi-tasker and team player with the ability to wear many hats in a fast-paced environment
- Ability to organize and maintain detailed records; complete necessary paperwork, reports and meet deadlines
- Personal qualities of integrity, credibility, and dedication to the mission of The Center

Salary Range

\$45,000 - \$50,000

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.

How to Apply

Qualified candidates are encouraged to apply. Please submit a cover letter, resume and writing sample to the following email address and include Community Health and Wellness Navigator in the subject line: info@caahealth.org. No phone calls please. All applications must be submitted electronically – none will be accepted in person. More information about The Center for African American Health can be found on our website at www.caahealth.org

The Center for African American Health is an equal opportunity employer. We do not discriminate on the basis of race, color, religion (creed), gender or gender expression, age, national origin (ancestry), disability, marital status, military status or sexual orientation in any of our activities or operations.