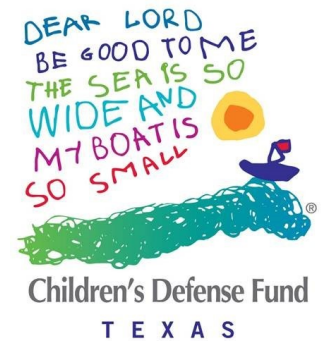


Children's Defense Fund-Texas

Job Description



Title: Community Health Outreach Associate

Division: CDF-Texas

Location: Smith County, Shelby County, Nacogdoches County, Texas

Reports To: Health Outreach Program Director

Salary: Commensurate with experience

Organization Background:

The Children's Defense Fund Leave No Child Behind® mission is to ensure every child a *Healthy Start*, a *Head Start*, a *Fair Start*, a *Safe Start* and a *Moral Start* in life and successful passage to adulthood with the help of caring families and communities.

Since 1999, the **Children's Defense Fund-Texas** has been a leader for Texas children who cannot vote, lobby or speak for themselves. We have connected more than one million Texas children to affordable health care coverage, provide annual support and college scholarships to Texas youth who *beat the odds*, and ensure that thousands of Texas school children, young adult leaders, and parents benefit from enriching out of school time opportunities that stem the *Cradle to Prison Pipeline*.

Program Description:

CDF-Texas is committed to raising awareness about the needs of Texas children, connecting children and families to stabilizing resources, and working with partners statewide to coordinate broad support for legislative action on their behalf. The CDF All Healthy Children campaign believes that to ensure a *Healthy Start* for Texas children, every child must have access to affordable, comprehensive health and mental health coverage and the care they need to grow and thrive.

Collaborating with schools, businesses, media and community partners, we educate and raise awareness about affordable coverage options through CHIP and Children's Medicaid and the Healthcare.gov Marketplace, and help families apply. Our efforts to Connect Kids to Coverage have been recognized nationally and internationally and we welcome new opportunities and partnerships to reduce the number of uninsured children and families in our "highest uninsured" state of Texas.

Position Summary:

The Community Health Outreach Associate will work to inform, mobilize, and maintain a network of state and local children's advocates. Long-lasting improvements in the health and well-being of our children will only materialize through sustained advocacy, education and outreach partnerships at the community, local, state, and national levels. The Community Health Outreach Associate will work with other CDF staff in the on-going planning and execution of CDF's policy and outreach strategy.

Core Responsibilities:

To partner with local school districts, businesses, faith-based organizations, and community agencies to ensure maximum reach of target populations:

- Maintain regular communication with community partners via face-to-face meetings, email, and telephone call.
- Work with Health Outreach Director to create and distribute quarterly newsletters for community partners.
- Assist in implementation of workshops and trainings for community partners.

To provide ongoing community outreach, education, and training of key community groups and school leaders as well as individuals who have close contact with families of uninsured children. The Community Health Outreach Associate will:

- Determine appropriate locations for maximum reach of target population.
- Schedule, promote, and conduct public outreach events to raise awareness of CHIP/Medicaid benefits and attend regularly scheduled school and community events on behalf of CDF-Texas.
- Assist with enrollment of eligible children for health benefits under Children's Medicaid and CHIP.
- Recruit, train, and manage community volunteers and student interns.
- Collect data and generate reports on health outreach activities.

To collaborate with CDF-Texas staff in developing and promoting accurate, timely, and informative materials for families the Community Health Outreach Associate will:

- Assist with the development of promotional and educational material.
- Collaborate with CDF-Texas staff on public messaging and dissemination of information.

Required Skills:

- Excellent written and verbal communication skills. Strong public speaking and presentation skills are essential.
- Ability to work independently and as a part of a team in implementing project goals.
- Computer Skills a must: Microsoft Office: Excel, Word, PowerPoint, etc. Comfort with social media and other web-based programs (i.e. Google Docs) a plus.
- Bachelor's Degree (or life work experience equivalent) and at least three years of experience. Community Health Worker Certification strongly desired.
- Familiarity with **Smith County, Shelby County, and Nacogdoches County** community.
- Must have reliable transportation
- Bilingual (English/Spanish) strongly desired.
- Flexible hours: Some evenings and weekends may be required.

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of the position. Incumbents may be asked to perform tasks other than those specifically presented in this description.

To apply: Please visit www.childrensdefense.org/jobs.

CHILDREN'S DEFENSE FUND IS AN EQUAL OPPORTUNITY EMPLOYER