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Community Worker – HP (Intermittent)

*Spokane Regional Health District is a "Tobacco Free" Workplace

An Equal Opportunity, ADA Compliant Employer
Veterans and persons of disability encouraged to apply

EMPLOYMENT BULLETIN: JOB #17-23

OPENS: April 7, 2017

DIVISION: Health Promotion

STATUS: Intermittent

CLOSES: Extended to Friday, April 28, 2017 or until sufficient applications are received.

PROGRAM: Healthy Communities

SCHEDULE: Intermittent/On-call Intermittent positions may not work more than 69 hours per month

This registry may also be used for any additional Community Worker positions with similar qualifications, which may occur in the next 6 months

SALARY RANGE: \$14.80 - \$18.89 per hour. This is the full salary range for the position.

REQUIRED APPLICATION DOCUMENTS (incomplete applications or those missing required documents may not be considered):

- Fully Completed SRHD Application
- Background check form
- Cover Letter
- Resume

POSITION DESCRIPTION:

Communicates with and encourages Walk Bike Bus program participants to use program activities; helps track participation and helps conduct program activities.

MINIMUM QUALIFICATIONS:

Required Education/Experience/Licenses:

- High School Diploma/GED
- 1 year relevant experience working with the targeted population or related experience in a similar capacity, with some knowledge of the needs, concerns and attitude of the target population. Experience in the field of health or physical activity is helpful.
- Valid motor vehicle driver’s license and either own or have access to a vehicle
- Must either own or have access to a bike and bike helmet.

Required Knowledge, Skills and Abilities:

- Knowledge of benefits of walking, biking or taking the bus regarding physical activity and air pollution.
- Knowledge of social and economic issues of the targeted population groups.
- Knowledge of SRHD policies.
- Knowledgeable of program services, regulations and/or procedures.
- Knowledgeable about health services available, health needs, and necessity for cooperation in achieving optimum health.
- Ability to establish and maintain effective work relationships with staff and individuals of all socioeconomic levels and ethnic/cultural groups.
- Strong written/verbal communications skills to interact effectively with people in person or via telephone.
- Good punctuation/grammar/spelling skills.
- Basic mathematical ability including knowledge to calculate percentages and fractions.

For a detailed position description and application form, visit us at www.srhd.org or contact the office of Human Resource Services by mail or phone. Please see reverse side for additional application information.

**Spokane Regional Health District is a "Tobacco Free" workplace and applicants who use tobacco will not be considered for employment. Further, as part of the application/employment process, you will be required to sign the "Agreement of Non-Tobacco Use for Employment" form.*



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MAJOR RESPONSIBILITIES:

- Engages program participants in identifying their goals for participating in the program. Communicate program services and guidelines to participants.
- Encourages program participants to participate in program activities through reminder calls.
- Assists with program compliance monitoring and quality assurance.
- Participates in planning and carrying out program activities.
- Communicates and collaborates with other community agencies in providing services to program participants. Arranges meetings and events with groups in the target audience participating in the program.

ENVIRONMENTAL FACTORS:

- Indoors, sedentary with 2-4 hours/sitting or standing
- Outdoors with 2-5 hours/day walking or standing or riding a bicycle
- 2-4 hours/day keyboarding or typing at a computer terminal
- Ability to work outdoors in various climates (rain, snow, wind, sun, etc.)
- Ability to navigate client sites (unpaved walkways, stairs, narrow hallways, etc.) on a regular basis
- Communication skills to interact effectively with people
- Comprehend and process verbal communication
- Ability to bend, twist, stoop on a regular basis
- Ability to lift or carry up to 20 pounds on a regular basis
- Ability to type, file and complete forms with or without accommodation
- Ability to operate a vehicle (that will transport a bicycle to the client site location)
- Ability to ride a bicycle safely to access multiple residences and carry a load up to 15 pounds on bicycle

The work environment characteristics described above are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.