

# Bilingual MSFW Outreach Worker - Part-Time - HN

## Summary

Title:	Bilingual MSFW Outreach Worker - Part-Time - HN
ID:	1741
Department:	MSFW
Location:	Henderson
Starting Rate:	N/A

## Description

Seeking **bilingual (English/Spanish)** Outreach Worker for Migrant/Seasonal Farm Worker Program at our Henderson location. This is a part-time, grant-funded position and is not eligible for insurance benefits.

Successful candidate must demonstrate the Rural Health Group Core Competencies, which include:

1. Good Judgment
2. Communication/Customer Service/Teamwork
3. Passion
4. Honesty
5. Responsibility
6. Job-Specific Skill Set

## Job Duties/Responsibilities

- Completes health assessments with farmworkers at farmworker locations to ascertain any service needs.
- Assists with coordination of outreach activities including affiliated projects (e.g., students and University projects).
- Disseminates information to farmworkers regarding clinic services and state and local public services.
- Maintains outreach record-keeping system and assures accurate documentation on all forms.

- Provides case management services (e.g., assessment, referral, follow-up, and re - assessment). May provide direct services (e.g., food, clothing, and over-the-counter medications).
- Participates in health center/clinic staff meetings to provide input.
- Works in accordance with NC Farmworker Health Program grant requirements.
- Maintains computer management data system for purposes of program tracking and data reporting (e.g., FCHASES software).
- Other duties as assigned

## Requirements

- **MUST BE BILINGUAL AND PROFICIENT IN SPANISH TO ENGLISH AND ENGLISH TO SPANISH TRANSLATION - THIS IS A REQUIREMENT FOR THIS POSITION. Must have excellent verbal and written communication skills (in English and Spanish).**
- CMA or MA preferred, but not required
- Demonstrated cultural sensitivity and commitment to advocacy for cultural diversity.
- Some experience working with vulnerable populations.
- High school diploma or GED
- **Physical Demands: Must be able to sit and/or stand for long periods of time, Must be able to withstand all outside climate variables (e.g. heat, farmland, etc.)**
- **Must have a flexible schedule and be able to work evenings (typically after 6 pm) and weekends as necessary**
- Must have a valid NC Driver's License and proper liability insurance.
- Excellent organizational, telephone and communication skills
- Excellent leadership and teamwork skills
- Must be able to work independently as well as with a group
- Ability to multi-task and work efficiently in a potentially stressful environment
- Ability to apply good judgment when carrying out responsibilities
- Pleasant, professional approach; must be able to work well with the public and provide excellent internal and external customer service
- Ability to establish and maintain positive, effective, professional relationships with patients, providers, coworkers, and superiors, state and local agencies, growers, and clients
- Possess knowledge of modern office equipment and Microsoft Office software programs
- Basic computer skills; must be able to quickly learn to use eClinicalWorks electronic health record system to accurately complete the required documentation in patients' records.
- Language assessment required before an offer of employment can be made
- All offers of employment are contingent upon passing post-offer, pre-hire drug screen and successful completion of background check (requiring social security number, date of birth, and driver's license number)

EOE. Federal and State Criminal Background Checks and Drug Screen required for all positions. Influenza and COVID-19 vaccinations are a condition of employment.

E-Verify Notice: After accepting employment new hires are required to complete an I-9 form and present documentation of their identity and eligibility to work in the United States.