



CLASS SPECIFICATION

Class Code: 60019050
Date Established: 10/2021
Last Reviewed:
Last Revised:
Last Title Change:
FLSA: non-exempt
Probation: 12 months

COMMUNITY ORGANIZER

DEFINITION

Under general direction, performs a broad range of community engagement duties to advance public health initiatives and reduce disparate health outcomes for underserved populations; and performs related work as required.

EXPERIENCE AND TRAINING REQUIREMENTS

A bachelor's degree from an accredited college or university in public health, community health, social work, gender, race and identity, public administration, business administration, or a closely related field AND two years full-time experience in community outreach or as a community organizer, specifically in the public health, human services or cultural diversity and inclusion field; OR an equivalent combination of training and experience.

LICENSE OR CERTIFICATE

A valid driver's license is required at time of appointment.

SUPERVISION EXERCISED

Exercises no supervision; may provide technical and lead direction over support staff.

EXAMPLES OF DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)*

Develop, implement, and maintain community engagement strategies to promote positive health outcomes for targeted populations, particularly underserved and vulnerable populations with demonstrated negative disparate health impacts when compared to the population at large

Coordinate community meetings, presentations, and informational sessions for community members; organize and support community members to become engaged in public health initiatives.

Develop and foster partnerships within the community to educate, engage, and collaborate with individuals on public health initiatives; support committees and task forces focused on health equity.

Advise, support, and help implement new and existing public health education and communication efforts to targeted populations.

Serve as a liaison for community members and community organizations to a wide variety of resources to increase awareness of existing public health programs.

Identify gaps in access to health care, present findings, and collaborate with internal and external stakeholders to develop appropriate recommendations.

Evaluate program related data to identify trends and track program outcomes; present written and oral reports containing detailed findings.

Provide input to the development of the Community Health Needs Assessment, Community Health Improvement Plan, and other program planning efforts.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Full Performance *(These may be acquired on the job and are needed to perform the work assigned.)*

Knowledge of:

Departmental policies, practices, and procedures.

Culturally and linguistically appropriate and effective community engagement techniques and practices.

Organizing principles, techniques and practices that engage community members in advocating for their health and the health of their neighborhood and community.

Environmental, social, economic, and institutional drivers that lead to disparate health outcomes.

Ability to:

Identify and address complex public health issues within underserved populations.

Facilitate community-based processes that lead to increased engagement and advocacy for public health initiatives.

Analyze data and information, formulate alternative solutions, and provide appropriate recommendations.

Operate department specific computer software programs.

Entry Level *(Applicants will be screened for possession of these through written, oral, performance, and other evaluation procedures.)*

Knowledge of:

Cultural diversity and inclusion principles.

Community outreach, engagement, and organizing practices and techniques.

Local community agencies, organizations, and resources.

Socio-economic challenges faced by underserved populations; sensitivity to the complex nature of related issues.

Program development and evaluation.

Ability to:

Develop trusting and positive working relationships with members of the community and community organizations; provide excellent follow-up and customer service to members of the community.

Develop and evaluate community engagement and community organizing programs.

Write and deliver both written reports and verbal presentations.

Communicate clearly and concisely both orally and in writing, tailoring the message to the intended audience.

Effectively represent the Washoe County Health District in communications with the public, community organizations, and other governmental agencies.

Establish, maintain, and foster effective and positive working relationships with all those contacted in the course of work.

SPECIAL REQUIREMENTS *(Essential duties require the following physical skills and work environment.)*

Ability to work in a standard office environment and/or clinical setting. Ability to lift and move objects weighing up to 25 lbs. Ability to use various office equipment. including computer, copier, telephone, and FAX machine.

This class specification is used for classification, recruitment, and examination purposes. It is not to be considered a substitute for work performance standards.