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## Public Health Advocate II (Boston Community Health Workers for COVID Response and Resilient Communities)

Community Initiatives  
Full-time  
1010 Massachusetts Avenue-LOC01

### Posting Date

Nov 3, 2021

### Requisition Number

1585

### Number of Openings

4

### Job Description

The Community Initiatives Bureau's (CIB) programs work to protect and promote the health and well being of Boston residents, particularly the most vulnerable.

**Position Description:** The Public Health Advocate II will serve as a liaison to one of five Boston neighborhoods. The PHA II will support bilateral communication between the BPHC/CIB and the community / residents. The PHA II will promote public health best practices; BPHC programs and services; benefits including SNAP, MassHealth, and rental assistance programs in the designated Boston neighborhood. The PHA II will help connect residents to BPHC programs and services. Funded by a three-year CDC grant to expand and strengthen the community health worker (CHW) workforce, the Public Health Advocate II works in partnership with other BPHC staff to respond to the needs of families and communities impacted by the COVID-19 pandemic.

### Duties and Responsibilities:

- Attends community events including but not limited to block parties, community meetings, health fairs, food distribution sites, vaccine clinics
- Serves as a community liaison
- Helps connect residents to programs and services that promote health
- Facilitates and advocates for residents' access to services that provide basic needs, education, housing, health care and counseling assistance.
- Provides culturally competent outreach and education
- Prepares all necessary reports
- Maintain accurate, legible and current documentation of outreach and engagement efforts
- Participates in a learning collaborative for community health workers and disseminates learnings to other CIB staff
- Develops and fosters relationships with community-based organizations and faith-based organizations
- Performs other duties as required.

**Supervision:** The Public Health Advocate II is supervised by the Senior Project Coordinator

**Travel:** Travel to Boston neighborhoods is required.

### Minimum Qualifications

#### Qualifications/Skills/Knowledge Required

- High school or GED required, BA/BS preferred,
- Experience in community outreach, case management, health care, social service or public health required
- Demonstrated cultural competence working with diverse ethnicities, cultures and socio economics groups
- Knowledge of local community-based organizations
- Good organizational skills with the ability to develop timelines meet deadline and be autonomous
- Good interpersonal skills and ability to communicate effectively both verbally and in writing
- Must be available to work flexible hours including weekends and evenings

#### Qualifications Preferred

- Experience facilitating small groups supporting families
- Knowledge of Boston and the communities most impacted by maternal and child health inequities.
- Knowledge of the Boston Public Health Department
- Previous professional experience as a Public Health Advocate I
- Bilingual preferred

### Additional Information

City of Boston Residency Required, A Criminal Offenders Records Information request must be completed for this position. However, a record is not an automatic bar to employment but is reviewed in relation to the job applied for., This position requires direct client/patient contact and as a result of such

direct contact, certain immunizations will be recommended and/or required prior to commencement of employment duties., Any position that requires an advanced degree will be subject to education verification, The Boston Public Health Commission is an EEO Employer and all applicants meeting the minimum requirements are eligible to apply

**Union Status**

Union

**Grade**

9

**Pay Range**

\$785.48 - \$938.72/Weekly

**Shift**

35 hrs./wk., 9AM-5PM, occasional weekends and evenings