



## JOB ANNOUNCEMENT

### PROMOTOR COMUNITARIO

**Madera, Kern, Ventura Counties and Santa Maria**

**(2 Promotoras/es per Region)**

**Title:** Promotor/a Comunitario  
**Reports to:** Project Coordinator  
**Program:** Influenza and COVID19 Vaccination project  
**FLSA Status:** Non-Exempt  
**Position Status:** Part Time up to 30 hours per week  
**Effective Date:** December 1, 2020 to February 28, 2021

#### POSITION SUMMARY

Under the direct supervision of the Project Coordinator, the Promotor Comunitario will conduct outreach and educational activities in Madera, Kern, Ventura and Northern Santa Barbara (Santa Maria) Counties Improving Influenza and COVID19 Vaccination Rate among Latino and Immigrant community, meet projected goals and reporting in a timely manner.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES

- Conduct outreach, presentations, and education via virtual and/or in-person strategies in accordance with regional social distancing protocols to engage Latino individuals and families about seasonal influenza and importance of getting a flu shot.
- Coordinate mobile vaccine events in collaboration with CDPH and LHDs. Identify locations, conduct outreach, recruit people to attend, partner with community base organizations to distribute resources and public health information to increase late seasonal influenza vaccine and/or COVID-19 vaccine.
- Collect questions/concern regarding the COVID-19 vaccine to help inform future vaccination campaign efforts.
- Participate in the training provided by Visión y Compromiso and California Immunization Coalition. Dates to be determined.
- Maintain accurate, up-to-date records and files on all outreach, education and home visitation activities conducted.
- Maintain consistent and constant communication with the Project Coordinator regarding all pertinent activities assigned.
- Attend all scheduled meetings with the project team, as needed.

**Other duties may be assigned. The duties listed here are typical examples of the work performed; not all duties assigned are included, nor is it expected that all similar positions will be assigned every duty.**

#### **SUPERVISORY RESPONSIBILITIES**

This job has no supervisory responsibilities.

#### **MINIMUM QUALIFICATIONS**

*To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

#### **EDUCATION**

There is no minimum educational requirement.

#### **EXPERIENCE**

- A minimum of two (2) years of experience working with monolingual and/or bilingual Latino communities
- A minimum of two (2) years of experience conducting outreach and providing community health education.

#### **CERTIFICATES, LICENSES AND REGISTRATIONS**

Valid California Driver's License and basic liability car insurance.

#### **LANGUAGE SKILLS**

Ability to effectively present information and respond to questions from individuals, groups and the general public in Spanish and/or English

#### **COMPUTER SKILLS**

Basic computer skills for the purpose of data entry during enrollment events, sending and receiving email, and calendar scheduling.

#### **TRAVEL REQUIREMENTS**

Ability to travel locally within the assigned region as required.

#### **OTHER SKILLS & QUALIFICATIONS**

- Experience conducting successful outreach in diverse settings.
- Experience in providing educational activities to adults.
- Ability to work independently as well as part of a team.
- Availability to work the required hours as required.

#### **ABILITY TO MAINTAIN A FLEXIBLE WORK SCHEDULE, INCLUDING SHIFTS ON WEEKENDS AND EVENINGS. CONTACT**

Applicants should e-mail a current resume to [Hugo@visionycompromiso.org](mailto:Hugo@visionycompromiso.org)