



EMPLOYMENT OPPORTUNITY

PROMOTOR COMUNITARIO

Title:	Promotor Comunitario (LACDPH1)
Starting Wage:	\$22.50 per hour
Reports to:	Project Coordinator
Location:	Los Angeles, CA
FLSA Status:	Non-Exempt
Position Status:	Regular, Full Time (40 hrs.) OR Regular, Part Time (20 hrs.)
Effective Date:	February 2024 ending on or before November 30, 2025

ABOUT VISIÓN Y COMPROMISO

Established in 2000, Vision y Compromiso is a nationally respected organization committed to community well-being by supporting promotores and community health workers. The organization provides comprehensive culturally- and linguistically – relevant training, workforce development, leadership opportunities, advocacy, and support to thousands of promotores and community health workers. Highly trained community experts and trusted members of their communities, promotores are characterized by *servicio de corazon* (service from the heart). Our vision: *Hacia una vida digna y sana* (towards a healthy and dignified life) reflects our goal of building promotores' capacity to educate, empower and advocate for community change to improve their communities so that all families may know a better way of life.

POSITION SUMMARY

Under the direct supervision of the Project Coordinator, the Promotor Comunitario Level II will conduct outreach and awareness activities to increase overall access to care for community members in LA County. The Promotor Comunitario Level II is responsible for completing the required programmatic reporting in a timely manner.

HOW TO APPLY

Applications will be open February 13, 2024, until the position has been filled. Please submit resumes and questions to Sandra Villalobos at (svillalobos@visionycompromiso.org).

ESSENTIAL DUTIES & RESPONSIBILITIES

- Conduct outreach and awareness activities (including but not limited to door-to-door canvassing, and tabling) to increase access to care among families and children by attending events, engaging with community members individually, and making referrals to relevant health services.
- Proactively engage with community members through timely and necessary follow-up to ensure their ongoing engagement and progress within the program and available services. Assist them with navigating the health system.
- Participate in the training provided by Visión y Compromiso and WMCHC. Dates to be determined.
- Maintain accurate, up-to-date records and files on all outreach and awareness 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 position 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 awareness.
- A minimum of one (1) year of experience utilizing and navigating database technology and connecting community members to relevant services.
- Experience with navigating the medical health system is preferred.

CERTIFICATES, LICENSES AND REGISTRATIONS

Valid California Class C Driver License or the ability to utilize a reliable alternative method of transportation when needed to carry out job-related essential functions. Valid automobile liability insurance.

LANGUAGE SKILLS

Proficiency in leading and facilitating engaging discussions to raise awareness on various health topics. Ability to read, analyze and interpret general reports, procedures, or regulations. Ability to complete reports and write business correspondence. Ability to effectively present information and respond to questions from individuals, groups, and the public. Due to the population served, the ability to do so in Spanish and/or English is preferred.

COMPUTER SKILLS

Proficiency in utilizing technology to navigate community members through the health system as needed. Computer skills for the purpose of data entry during enrollment events, sending and receiving email, and calendar scheduling. Comfortable using and learning new technology. Proficiency in Google Suite, Microsoft Office (Excel, Word, PowerPoint) and zoom or telecommunication software is needed.

TRAVEL REQUIREMENTS

The ability to travel to locally within the assigned region as required.

PREFERRED SKILLS AND QUALIFICATIONS

- Experience conducting successful outreach in diverse settings.
- Experience in providing outreach and awareness 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.
- Strong organizational skills, with the ability to effectively link community resources to the specific needs of program participants.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee will sit, talk, hear, and use hands up to 50% of the time. The employee will stand 20% and walk up to 20% of the time. The employee will drive or travel up to 10% of the time. The employee is routinely required to carry and/or lift 10 pounds and occasionally 20 pounds.

WORK ENVIRONMENT

The work environment characteristics described here 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.

Work environment varies with the locations at which outreach, and awareness activities are conducted. Brief exposure to the elements (cold, rain, wind, sun) in the course of traveling to and from locations and entering and exiting facilities is possible.

The noise level in these various work environments is typically moderate.

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