



EMPLOYMENT OPPORTUNITY

PROMOTOR COMUNITARIO

Title:	Promotor Comunitario
Starting Wage:	\$20 per hour
Reports to:	Project Coordinator
Location:	Los Angeles County
FLSA Status:	Non-Exempt
Position Status:	Regular, Full Time (up to 40 hours per week)
Effective Date:	May 13, 2024, ending on or before December 31, 2024

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 will conduct outreach and educational activities and workshops to increase customer access to financial assistance programs surrounding energy efficiency as well as water conservation. These activities will be conducted in Los Angeles County. The Promotor Comunitario is responsible for completing the required programmatic reporting in a timely manner.

HOW TO APPLY

Applications will be open May 14, 2024, until the position has been filled. Please submit resumes and questions to Fernando Carrillo at (fernando@visionycompromiso.org).

ESSENTIAL DUTIES & RESPONSIBILITIES

- Identify and secure potential sites and groups to provide information to in the assigned region.
- Conduct outreach and promotional activities to increase awareness of financial assistance programs for LA County utilities.
- Speak to groups and individuals through virtual or in person platforms.
- Participate in the training provided by Visión y Compromiso and the LA Dept of Water and Power. Dates to be determined.
- Maintain accurate, up-to-date records and files on all outreach and education activities conducted.
- Maintain consistent and constant communication with the Regional Programs Manager regarding all 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 one (1) years of experience working with monolingual and/or bilingual Latino communities
- A minimum of one (1) years of experience conducting outreach and providing community health education.

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

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 highly desired.

COMPUTER SKILLS

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.

PREFERRED SKILLS AND 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.
- Ability to maintain a flexible work schedule, including shifts on weekends and evenings.

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 up to 15% of their time, 55% standing, 20% walking, and 10% driving or traveling. The employee is routinely required to carry and/or lift up to 10 pounds and occasionally lift up to 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 educational 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.

HL