



**Job Title:**

Community Health Navigator

**Pay Rate:**

\$17/hour - Up to 35 hours per week

**No Resume Necessary –**

**Send request to receive job application to [humanresources@urbanleagueok.org](mailto:humanresources@urbanleagueok.org)**

**Summary:**

The National Urban League and Urban League of Greater Oklahoma City, Inc. (ULOKC) have recently received funding from the Health Resources & Services Administration (HRSA) to create a community-based workforce to increase COVID-19 vaccinations in underserved communities. To create this workforce, (ULOKC) will be hiring a team of Community Health Navigators (CHNs) to build a trusted, culturally aligned, community-based health workforce connecting individuals to COVID-19 vaccine education and opportunities with the goal of increasing health equity and literacy.

Community Health Navigators (CHNs) do not need to have a background in healthcare. CHNs will be provided with ample training, resources, and support to provide the understanding needed to carry out vaccine outreach and education to their communities. This is a temporary, short term position lasting until October 31, 2022.

**Essential Functions:**

- Complete all components of virtual & in-person training
- Engage in one on one conversations with community members about the importance of being vaccinated and answer their questions about the COVID-19 vaccines
- Offer patience, understanding and respect when talking with community members. Engage in active listening and assume that everyone is ‘on the path to yes.’
- Deploy community organizing strategies to connect individuals to the vaccine, such as text and phone banking; door-to-door canvassing; distributing materials such as flyers, palm cards, etc.; provide support at in-person events; etc.
- Engage in culturally relevant and resonant local outreach to identify and engage hard-to-reach, vulnerable, and historically marginalized groups in vaccine adoption.
- Help to clear access barriers to getting vaccinated, such as scheduling vaccine appointments for community members, identifying transportation options, and informing community members of services or incentives in their area that can make the process of getting vaccinated less burdensome.
- Recruit and track individuals to receive 1<sup>st</sup>, 2<sup>nd</sup> and Booster COVID-19 shots, with an emphasis on 1<sup>st</sup> & 2<sup>nd</sup> doses.
- Assist community vaccination events.
- Help recruit recently vaccinated people in the targeted communities to become vaccine ambassadors to persuade others in their communities of the urgency to get vaccinated.
- Utilize educational Toolkit and related resources (messages, tools, infographics, etc.) to improve health equity and health outcomes.
- Collaborate with your supervisor to address shifts in community needs and service area.
- Identify when changes need to be made to messaging, resources or strategy based on feedback from community
- Report on the above performance measures daily
- Assist in preparing, submitting, and researching grants and other funding opportunities as related to the agency’s/department’s mission
- Meet the annual objectives/ goals of the program’s United Way Agency profile
- Track clients’ services, progress and results in agency’s outcomes data management tool



**Education:**

High School Diploma or Equivalent

**Experience:**

This position does not require any experience or education in healthcare.

**Knowledge & Skills:**

- Must be comfortable speaking with community members over the phone and in-person.
- Basic comfortability learning new systems and engaging with technology.
- Strong interpersonal skills. Must be patient and composed, as some conversations will be frustrating. Must be comfortable following up with the same individuals multiple times.
- Must be organized and able to report on work outcomes.
- Ability to work independently and without heavy supervision.
- Additional language proficiency a plus.
- Experience in community organizing a plus but not required.

**Physical Requirements:**

- Must be fully vaccinated against COVID-19
- Must be comfortable walking and standing for extended periods of time while conducting in-person outreach.
- Must have access to regular, reliable transportation
- Must have a smart phone or similar device and be willing to use for this work