



POSITION DESCRIPTION

Community Health Director

Employment Status: Full-Time FLSA: Exempt (Executive) Grade: 4
Reports To: Executive Director
Salary: \$50,000

Are you looking for a career development opportunity? Do you enjoy helping others live a more prosperous life? Would you like to help build a healthier community, and help families make healthier lifestyle choices? Are you a team player that also works well independently? The ideal candidate will have education and experience in the area of community health (e.g. social work, health sciences, community development, or leadership); and experience managing people, plans and programs. If this sounds like you, then the Community Health Director role at GenesisHOPE may be an ideal match.

Position Description

The Community Health Director is responsible for the design and implementation of community health programs, led by our Community Health Worker team in the neighborhoods of the Greater Villages of Detroit. GenesisHOPE is committed to an equitable health care system that recognizes basic socio-economic needs as an important determinant of health outcomes, and an essential component of not only health care delivery, but community development – Healthy People + Healthy Places. We work in partnerships to mitigate the health impacts of structural inequalities, facilitating resource and community connections through compassionate and supportive services using CHWs as culturally competent liaisons in the community. The Community Health Director develops and implements high impact plans, projects, programs and services to advance our strategic goals and objectives; engaging in the design and implementation; and monitoring and reporting outcomes. The Community Health Director oversees day-to-day operations; supervising staff and volunteers, managing budgets, grants and contracts; and assuring compliance with all grantor, state, federal and local regulatory requirements. The Community Health Director maintains and increases cooperative and collaborative partnerships with regular and ongoing communications with both internal and external stakeholders and partners. Some in and out of state travel is required (Post COVID-19). **This position is home-based but will switch to eastside office-based location post COVID-19.**

The major areas of responsibility and some of the job duties include but are not limited to:

Management

- Develop shared vision, goals and objectives to promote healthy living, empower financial health, and advance community health worker initiatives and services.
- Hire, train, evaluate and lead staff and volunteers in a learning environment to achieve desired goals, objectives and intended impacts.
- Collect and analyze data, and prepare reports, articles and case studies to support evaluation plans and long term strategies.
- Promote and facilitate the use of documentation and data systems used by CHWs to link residents to medical, social support and other services.
- Use documentation, data and systems to manage and coordinate care; and monitor, analyze and report outcomes to strengthen community-clinical linkages.

Community Partnership and Engagement

- Be an advocate and champion for our work and the people we serve within the organization and in community settings.
- Develop and maintain relationships within the community to continuously assess needs identify trends and increase the visibility of our programs and services.
- Actively participate in community, clinical and civic meetings to strengthen community-clinical linkages and build collective power to advocate for health and social support policy, systems and policy changes.
- Demonstrate initiative and independently facilitate meetings with community members, public officials, healthcare administrators, school and university administrators, and community, social justice and faith-based organizations – convening effective work groups, collaborations, coalitions and collectives.
- Lead the engagement of health systems, social services, community-based organizations, social justice and other stakeholders in Detroit through a CHW Collaborative using the collective impact process to ensure that CHW initiatives in the county are aligned with state efforts and approached in a consistent, evidence-based manner.

Program Administration

- Provide direct services, informal client-centered counseling and social support to foster healthier life choices.
- Screen for Social Determinants of Health (SDoH), track referrals to resources and outcomes of referrals to ensure needs are met, and publishing and share outcomes to strengthen community-clinical linkages.
- Provide culturally appropriate health, nutrition and wellness education to foster healthier life choices.
- Build individual and community capacity; assisting clients and community members with developing skills and confidence to promote and advocate for their own health and well-being.
- Mediate on behalf of the community with health and social support systems; and advocate for policy, systems and environmental changes on behalf of community needs.
- Perform any other duties as assigned.

Fund Development

- Seek funding opportunities, e.g., grants, contracts, donors, etc.
- Actively participate in the fund development planning process
- Actively participate in raising funds and marketing communication activities.
- Collect stories, draft blog posts and social media post to share stories and educational information and outcomes.

Professional Development

- Identify and participate in training and workshops to continuously learn and stay abreast of trends and best practices across healthcare, social services, social justice and community development sectors.
- Identify, join and actively participate in community groups and trade associations to continuously learn and stay abreast of changing needs, trends, best practices, policies and systems.
- Maintain professional competencies in subject matters, educational methods and societal conditions related to working with people who are unemployed with limited assets and people who are Asset Limited, Income Constrained, and Employed (A.L.I.C.E).

Qualifications & Skills

- Bachelor's degree in Public Health, Nutritional Science, Social Work or Community Development required.
- Community Health Worker Core Competency Certificate preferred or willingness to become certified.
- Level 2 (Intermediate) proficiency in Microsoft Office Suite (Outlook, Excel, Word, PowerPoint, and Teams or Google Workspace: Gmail, Sheets, Doc), and Zoom and social media (Facebook, Instagram and Twitter) proficiency is required.
- Knowledge of Salesforce, Monday.com and MI Bridges preferred but not required.
- Must be willing to work select evenings and weekends to accommodate community engagements.
- Excellent written and verbal communication skills. Effectively listen and talk to others to convey information.
- Ability to multitask, organize, and prioritize work
- Ability to weigh the relative costs and benefits of potential actions to choose the most appropriate option.
- Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to complex problems.

Why Work for Us?

- Flexible work environment allowing for periodic work from home days (with prior approval)
- Two week paid vacation
- Potential tuition reimbursement and/or paid professional training
- Career path establishment and growth opportunities
- Chance to make a difference in the Detroit community

ABOUT US: Genesis Harbor of Opportunities Promoting Excellence (GenesisHOPE) is a 501(c)3 community development corporation advancing health equity plans, programs and policies so everyone has a fair and just opportunity to be as healthy as possible—Healthy People + Healthy Places.

Our definition of health equity means that everyone has a fair and just opportunity to be as healthy as possible. This requires removing obstacles to health such as poverty, discrimination, and their consequences, including powerlessness and lack of access to good jobs with fair pay, quality education and housing, safe environments, and health care. Health equity means reducing and ultimately eliminating these disparities in health and social determinants that adversely affect excluded or marginalized groups.