



## Job Opening

<b>Position Title:</b>	Community Health Worker
<b>Organization:</b>	Wellness In Action
<b>Location:</b>	Big Sky, Montana
<b>Job Type:</b>	Full-Time with health insurance stipend of \$750 per month
<b>Compensation:</b>	\$40,000 - \$44,000 depending on experience
<b>Closing Date:</b>	<b>Open until filled</b>

Please send resume and cover letter to MaryBeth Morand, Executive Director, [marybeth@wiabigsky.org](mailto:marybeth@wiabigsky.org)

### Job Summary

Wellness In Action (WIA) is recruiting two CHWs who live year-round in Big Sky and have a deep knowledge of our community's services and social networks. The CHWs will be a part of WIA's Community Outreach team and will be supervised by WIA's Mental Health Program Manager. WIA provides the Big Sky community with a range of easily accessible, affordable and targeted behavioral health interventions. WIA seeks two Community Health Workers (CHWs) who will work with Big Sky's workforce and residents to help them access the appropriate medical and psychosocial supports for families and individuals who are interested in these services. The CHWs will work closely with our community's counselors, food bank and other social service agencies, schools, hospital, employers, and other non-profit organizations to provide short term care coordination and connection to resources in order to improve the health and general well-being of anyone in Big Sky who seeks their services.

WIA believes in community-based approaches to wellness and supports the CDC statement, "Working at the community level promotes healthy living, helps prevent chronic diseases, and brings the greatest health benefits to the greatest number of people in need."

WIA subscribes to the definition of a CHW as "a frontline public health worker who is a **trusted member** of and/or has an unusually close understanding of the community served. This trusting relationship enables the CHW to serve as a liaison/link/intermediary between health/social services and the community to facilitate access to services and improve the quality and cultural competence of service delivery. The CHW also **builds individual and community capacity** by increasing health knowledge and self-sufficiency through a range of activities such as outreach, community education, informal counseling, social support and advocacy."

## **Job Description**

- Encourage, motivate and support clients to exercise control over their lives by mentoring, coaching and connecting to resources
- Reach out to and/or receive community members who are struggling with mental health and substance abuse issues by providing emotional and informational support about available resources and options for help, e.g. recovery support individuals and groups, tele-counseling, Spanish-speaking counseling, sliding-scale services, etc.
- Direct clients toward specific mental health, medical, and social services in the area. Facilitate access to these services by setting up appointments, helping with paperwork and, when necessary, providing transportation to these services
- Assists clients in their homes, community, agency or clinic setting
- Helps clients identify socio-economic issues that affect their overall health and develop health/social management plans and goals
- Helps clients set personal and recovery goals and action plans to attain these goals
- Aid clients in problem solving by connection to community resources, self-management techniques, inter-personal skills and organizational tools
- Provides support and advocacy during initial medical visit or when necessary to assure clients' medical needs and referrals required are being conveyed. Follows up with both clients and providers regarding health/social services plans
- Facilitates communication and coordinate services between providers and the clients and monitors clients' compliance in relation to client's wellbeing plan's objectives
- Documents all client encounters and wellbeing plans made on behalf of clients; completes and submits monthly reports; maintains comprehensive electronic files under the supervision of the WIA MH Program Manager
- Performs miscellaneous job-related duties as requested

## **Qualifications**

**Candidate Profile:** The ideal candidate is wellness and recovery focused, person-centered, and deeply respectful of each individual's values. S/he has strong interpersonal, relationship-building and collaboration skills and has some experience or exposure to community health models. S/he has excellent oral and written communication skills and is socially inclusive. S/he is dedicated to building therapeutic relationships with individuals and the community at large to be able to address the holistic needs of anyone seeking help. S/he possesses the skills to acquire and input data in templated spreadsheets.

## **Requirements**

### **Education & Experience**

- High school diploma or GED; at least 1 year of experience directly related to the duties and responsibilities specified

**Knowledge Of:**

- Strong interpersonal and communication skills and the ability to work effectively with a wide range of people in a diverse community
- Knowledge of community agencies and resources
- Ability to plan, implement, and evaluate individual client wellbeing plans
- Knowledge of transportation and other barriers to care that may be encountered by client
- Ability to communicate medical information to health care professionals and care coordinators over the telephone
- Skill in use of personal computers and related software applications, including e-mail.
- Skill in organizing resources and establishing priorities
- Creative and analytical thinking
- Spanish language abilities are a plus

**Conditions of Employment**

- Possess a valid drivers license (USA)
- Pass a pre-employment background check
- Required to pass a Community Health Workers course provided by MSU within 6 months of hire

**Please send resume and cover letter to MaryBeth Morand, Executive Director, [marybeth@wiabigsky.org](mailto:marybeth@wiabigsky.org)**