POSITION VACANCY

COVID HEALTH EQUITY COORDINATOR

$30.00/hour
Monday-Friday
30 hours/week (Temporary Grant Funded with Benefits)

CLOSING DATE: Applications accepted until position filled

SUMMARY OF POSITION: Under general supervision of the Director of Health, will provide leadership in the review and development of public health policy that will advance efforts to improve population health outcomes linked to underlying determinants, including unequal economic and social conditions, especially related to race/ethnicity, disability status, and/or urban or rural environments.

DESIRABLE KNOWLEDGE AND SKILLS: Knowledge of public health policies and practices; Exceptional organizational skills; Excellent written and verbal communication skills; Ability to be flexible and meet deadlines; Experience working with racially and culturally diverse populations; Ability to handle difficult and varied situations with the public; Strong organizational and time management skills; Ability to work independently on a variety of assignments; High level of attention to detail; Ability to establish and maintain effective working relationships with co-workers, supervisors, customers, and the general public.

MINIMUM QUALIFICATIONS: Bachelor’s Degree in Public Health, Public Policy Administration, Communications, Social Work or a related field required. Experience presenting and facilitating discussions related to social justice issues. Experience in public health education, community outreach, social services, or other public health services. Bilingual (English/Spanish) is a plus but not required. Valid Connecticut Driver’s license.

Applications and job description are available on our website at: www.townofmanchester.org. To apply online, please visit www.townofmanchester.org. The Town reserves the right to limit the number of applications it accepts. No faxed or e-mailed resumes and/or applications will be accepted.

The Town of Manchester shall not discriminate on the basis of race, color, creed, age, sex, national origin, physical disability or sexual orientation. The Human Resources Department provides reasonable accommodation to persons with disabilities in accordance with the Americans with Disabilities Act (ADA). If you need an accommodation in the application or testing process, please contact the Human Resources Department.

The Town of Manchester is an equal opportunity employer and encourages applications from women, men, minorities, veterans, and the disabled.

The above posting is intended as a guide for personnel actions and must not be taken as a complete description of the position or the process.

Vacancy No. 2020-048
October 21, 2020