



Position: Community Health Promotions (CHP) Worker, Bilingual

Location(s): Akron and Cleveland Offices, surrounding appropriate communities for events and data gathering.

Status: PT or FT, non-exempt, based on preferences and availability.

Rate: Based on qualifications.

Note for College Students: There are opportunities for internship projects or tasks to meet practicum experience requirements. Flexibility with hour availability based on class schedule.

Asian Services In Action: Asian Services in Action (ASIA) is the largest comprehensive health and social services 501(c)(3) organization serving the Asian American, Pacific Islander (AAPI), immigrant, refugee, and other communities in the State of Ohio. ASIA has taken on the challenge of helping the underserved, low-income and immigrant communities across the state. The organization provides social services and health care services for over 58,000 individuals coordinated out of three offices located in Cleveland and Akron, Ohio.

ASIA's International Community Health Center (ICHC), a federally funded clinic, offers evidence-based quality healthcare to those in Cleveland and Akron, including substance abuse and mental health services. ICHC serves all patients regardless of ability to pay.

Position Description:

Responsible for engaging and educating the community about the programs and services for ASIA, including ASIA's International Community Health Center (ICHC). This position will reduce language barriers by informing the community about ASIA's programs and services in common immigrant languages (see **Qualifications** section for list). Community outreach will be obtained through communication with immigrant-dense community areas, collaboration with local organizations to conduct health fairs, and surveying phone calls on behalf of ICHC. This position has non-traditional and flexible work hours, including evenings and weekends.

CHP Worker Reports To: Manager of Community Health Promotions

Responsibilities:

1. Assists with promotion of community health and ICHC resources to underprivileged AAPI and refugee and immigrant communities throughout the Greater-Cleveland and Akron area.

2. Organizes collected information in a central location for easy access (scan and/or upload materials promptly).
3. Willing to be trained as an *Affordable Care Act (ACA) Navigator* and/or certified *Community Health Worker* (if not previously certified).
4. Maintain a generalized understanding of common chronic diseases and prevention methods.
5. Works closely with clinical staff to complete phone calls for appointment reminders, follow-up questioning post-emergency room or referral visit, and general surveying.
6. Assists with conducting educational group sessions with language-restricted learners.
7. Tabling events, possibly on weekends and evenings, to promote ASIA ICHC services and gather essential community health information for programming.
8. Works with the Manager of Community Health Promotion and other designated agency staff to complete tasks, data/information, and concerns.

Qualifications:

- GED or High School Diploma required.
- Bilingual preferred in one of the following languages:
 - **Nepali, Dari, Pashto, Swahili, Cantonese, Arabic, Rohingya, and Spanish.**
- Minimum of 1 year of experience in health, social, or community services. May substitute with applicable or relevant experience.
- Friendly, outgoing, and welcoming personality with a willingness to learn about community health and outreach strategies.
- Must be adept in working with diverse staff who are multi-cultural and/or multi-lingual.
- Be able to lift 10-15 lbs.
- Must pass a criminal background check and have a valid Ohio State driver's license.
- Must be authorized to work in the U.S.
- Community Health Worker certification from Ohio Board of Nursing or ACA Navigator ***preferred***.

Contact Information: Interested candidates, please send your resume to HRManager@asiaohio.org and JNofs@asiaohio.org. Please no phone calls.

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.

Note: This job description is not intended to be an exhaustive list of all duties, responsibilities or qualifications associated with the job.

Asian Services In Action, Inc promotes equal employment opportunities for all applicants and employees. ASIA will not discriminate against any applicant for employment on the basis of race, color, religion, sex, national origin, veteran status, age, sexual orientation, marital status, or the presence of any sensory, mental, or physical disability in any employment practice, unless based on a bona fide occupational qualification. Women, minorities, and disabled are encouraged to apply.