



UMATILLA COUNTY
POSITION DESCRIPTION



Department: *UCo Health*
Position Title: *Community Health Systems
Developer-Health Equity*

Employee Name: _____

Effective Date: _____

Job Series:	C	Salary Range:	23
Union Covered:	Yes	BOLI Exempt:	No

GENERAL DESCRIPTION OF POSITION

Lead implementation of UCo Health’s efforts to address persistent health inequities in the healthcare system. Collaborates with community and statewide partners in the development and implementation of a local health equity plan. Works closely with local governments, businesses, health care, and social service organizations to identify and reduce health inequities. Develops and maintains community connections throughout the Modernization Collaborative Region to assist partner jurisdictions with the development and implementation of their local health equity reduction goals.

SUPERVISORY RELATIONSHIPS

- Works under the direct supervision of the Regional Project Supervisor.
- Supervision of employees is not a responsibility of this position, but may direct and oversee the work of other team members, students and volunteers.

PRINCIPAL DUTIES OF POSITION

- Developing, implementing and monitoring progress for the Modernization grant; collaborating with local and statewide partners to set goals for program success and evaluating existing plans. (EE)
- Assisting local governments and community partners in the development and implementation of local health equity plans. (EE)
- Promote awareness through social media and other avenues. (EE)
- Develop and submit written plans in a timely manner and in conformance with any OHA requirements, which may include monthly, quarterly, and annual reports; prepare minutes, agendas, memos, correspondence, and narrative reports as required. (EE)
- Research and support evidence-based strategies to address health inequities. (EE)
- Research and coordinate appropriate organization-wide professional development. (EE)
- Establish a continuous health equity monitoring, reporting, communications, and evaluation system. (EE)
- Coordinate and facilitate health equity projects from start to finish.
- Participate in occasional after hours or weekend events as needed, to include: conferences, community meetings, workshops, media events, and public health emergencies. (EE)

- Responsible for developing work plan in coordination with Oregon Health Authority, and responsible for ensuring activities in the work plan are completed by required timelines. (EE)
- Assist in outreach of hard-to-reach populations to obtain input for planning activities and to increase UCo Health's level of cultural competency as an organization. (EE)

OTHER DUTIES OF POSITION

- Actively promote the mission of the Department. (EE)
- Assist as needed with grant applications and the acquisition for other UCo Health projects. (EE)
- Accreditation duties: actively participate as an accreditation team member, maintain a basic knowledge of Quality Improvement (QI) based on the Plan-Do-Check-Act (PDCA) model, and actively serve on QI teams and/or identify processes for improvement, as assigned. (EE)
- Other duties as may be assigned. (EE)

REQUIREMENTS FOR POSITION

Minimum Requirements:

- Baccalaureate degree in public health, health education, public administration or related field; **OR** any combination of education and experience related to public health practice, community health, environmental health, engaging community partnerships, cultivating relationships across diverse communities or other relevant fields as determined by the hiring authority; may be substituted for the degree.
- Experience in public speaking, to include delivering impromptu and prepared presentations to stakeholder groups.
- Ability to be intuitive and work independently and as part of a team.
- Possess a valid driver's license with a satisfactory driving record or ability to obtain within 30 days of employment.
- Must successfully pass a background check and drug screen
- Ability and availability to work outside normal working hours to include evening and/or out-of-county meetings. Occasional overnight travel required.

Preferred Qualification:

- Graduate degree in public health, health education, public administration or related field.
- Bilingual Spanish.

This position under State of Oregon mandates is required to provide proof of full COVID vaccination or have an approved medical or religious exception as a qualification of employment.

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 job functions.

While performing the duties of this job, the employee is frequently required to walk, sit, bend, talk

and hear. The employee is required to use hands to finger, handle, or operate objects, tools, or controls; and reach with hands and arms.

The employee may occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability and adjust focus.

TOOLS AND EQUIPMENT USED

Computer, including word processing, data base, Internet, and spreadsheet programs; calculator, telephone, copy machine, fax machine and postage machine.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

While performing the duties of this job, the employee works in an office environment; the employee rarely works in outside weather conditions. The noise level in the work environment is usually quiet.

This description covers the most significant essential and auxiliary duties performed but does not include other occasional work which may be similar, related to, or logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Employee's Signature/Date