



Job Announcement:  
**Community Health Worker (multiple positions)**

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Position Title:	Community Health Worker
Employment Status:	<b>1.0 FTE, 40 hours/week</b> (also considering part-time 0.5 FTE, 20 hours per week or 0.75 FTE, 30 hours per week)
Reports To:	Program Manager

**ORGANIZATIONAL BACKGROUND**

WellShare International, a non-profit organization headquartered in Minneapolis, Minnesota, partners with diverse communities to promote health equity and wellbeing. Using a community health worker model, WellShare reduces health disparities by reaching underserved communities to promote health, prevent disease, and increase access to health services. We work with refugee and immigrant communities in Minnesota and with underserved rural populations in East Africa. Our programs address the health needs of individuals across the lifespan – including pregnant women, infants, children, youth, adults, and the elderly.

**POSITION DESCRIPTION (SUMMARY)**

The Community Health Worker (CHW) will work as a part of a team to provide individual and group health education and social service referrals to diverse clients in the Twin Cities metropolitan area. The CHW will implement assessment, education, referral and other activities to assist clients in reaching their desired healthy living outcomes.

**Multiple positions. We are seeking bilingual candidates, including language skills in Hmong, Karen, Somali, and Spanish. Full-time and part-time positions.**

Primarily regular day-time, week-day hours, but some evening and weekend hours may be available. Positions will be based out of the WellShare headquarter office in Minneapolis, but will require substantial work time and travel in other locations around the Twin Cities. Positions are grant funded and include benefits including mileage reimbursement.

**RESPONSIBILITIES:**

- Program implementation:
  - Assist clients in identifying overall health/life needs and goal setting
  - Provide health education and coaching to clients in individual and group settings
  - Provide referrals for primary and behavioral health care and social services
  - Assist clients in connecting with community services and other supports
  - Recruit/intake and maintain participants for programming
- Administration:
  - Maintain accurate and organized program records
  - Provide clear and appropriate oral and/or written communication to partners

- Work cooperatively with partners and stakeholders
- Adhere to reporting requirements as outlined by donor agencies
- Perform additional duties as assigned

### **QUALIFICATIONS:**

#### **Required:**

- **Community Health Worker certificate required**
- Minimum 1 year of experience working or volunteering to provide health education outreach to individuals
- Excellent oral and written skills in English at least one additional language
- Effective interpersonal communication skills
- Ability to work collaboratively with team and partners to plan and implement program activities
- Self-starter with ability to juggle multiple priorities and meet deadlines
- Computer skills including use of electronic health records, word processing, spreadsheets, basic database management, presentation software and internet-based tools
- Passion for assisting individuals to meet their health goals

#### **Other Preferred Qualifications:**

- Experience working in a clinic or hospital setting
- Experience providing home-based health services
- Training and certification in Chronic Disease Self-Management Program, Diabetes Prevention Program and/or A Matter of Balance.

### **PHYSICAL REQUIREMENTS:**

Must be able to:

- Use the telephone and communicate with people both in and out of the office environment
- Sit at a desk for extended periods and travel to multiple locations within a day
- Apply manual dexterity for computer keyboarding and office equipment use
- Possess visual acuity to review detailed reports and information
- Must have reliable transportation
- Must have a valid driver's license

Please send a cover letter and resume to WellShare International, via email [info@wellshareinternational.org](mailto:info@wellshareinternational.org) (please put "Community Health Worker" in the subject line).

*Positions open until filled. Applications reviewed upon receipt.*

**WellShare International**  
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**[www.wellshareinternational.org](http://www.wellshareinternational.org)**