



Job Class: Health Program Representative Senior

Working Title: Latinx COVID Community Coordinator

Job ID: 42194

Location: St. Paul

Full/Part Time: Full-Time

Regular/Temporary: Temporary

Who May Apply: This vacancy is open competitively for all qualifying applicants.

Date Posted: 10/17/2020

Closing Date: 10/26/2020

Hiring Agency/Seniority Unit: Minnesota Department of Health (MDH)/MAPE

Division/Unit: Community Health Division (CHD)/ COVID Community Coordinators (CCC) Unit

Work Shift/Work Hours: Day Shift/ 8:00am - 4:30pm (40 hours per week)

Days of Work: Monday - Friday

Travel Required: Rarely

Salary Range: \$24.03 - \$35.24/hourly; \$50,174 - \$73,581/annually

Classified Status: Unclassified

Bargaining Unit/Union: 214 – Professional Employees (MAPE)

Work Area: Community Health Division (CHD)/ COVID Community Coordinators (CCC) Unit

Anticipated Start Date: 11/04/2020

End Date: 11/03/2023

Connect 700 Program Eligible: No

Job Summary

This position exists to provide professional support for Minnesota Department of Health's (MDH) COVID-19 response through community engagement and contract management. This position is responsible for assisting in MDH's work to engage the Latinx Community in the COVID-19 public health response. This will include triaging requests and needs from the community to areas of MDH, other state agencies, and local public health partners. The community engagement will also include participating in community conversations, presentations, and helping to plan COVID-19 testing events. The position is also responsible for implementation, coordination and evaluation of contracts and grants as provided by the state legislature and other funding sources for COVID response. This position is responsible for providing technical assistance to community partners, and for co-developing innovative strategies and two-way meaningful relationships using health equity lens.

Minimum Qualifications

Applicant must meet the minimum qualifications to be routed for consideration.

- Three years of professional experience in public health project coordination, demonstrating strong oral and written English communication skills.
- Work experience must include the following:
 - Facilitating discussions and project management within diverse stakeholder community groups within the Latinx community.
 - Developing budgets or administering grants or contracts.

AND

In order to be considered please list in your resume how your work or volunteer experiences has demonstrated meaningful engagement working toward improving the health and/or wellbeing of the Latinx community specifically.

Preferred Qualifications

- Master's degree in public health or a related field.
- In-depth knowledge of state, local and tribal public health systems
- Experience advancing health equity through culturally competent and equity-centered strategy development in a diverse, multicultural and multi-lingual work environment.
- Translate technical information into plain language for a variety of audiences, preparing reports, grants, contracts and summaries in a timely and professional manner.
- Fluency with language[s], culture and terminology specific to the Latinx community

Additional Requirements

This position requires successful completion of a background check.

Why Work For Us

Come work for one of the best public health systems in the nation and you will contribute to our mission to protect, maintain and improve the health of all Minnesotans. We are working hard to achieve our vision for health equity in Minnesota, where all communities are thriving and all people have what they need to be healthy. Our collaborative, mission-driven work environment is a major factor in promoting a high level of employee health awareness, employer longevity and job satisfaction.

We offer a competitive benefits package including employee and family health and dental insurance, life insurance, disability insurance, health promotion programs, pre-tax benefits, vacation leave, sick leave, paid holidays, deferred compensation, retirement benefits, and more!

How to Apply

Click "Apply" at the bottom of the page. If you have questions about applying for jobs, contact the job information line at 651-259-3637.

For additional information about the application process, go to <http://www.mn.gov/careers>.

Contact

If you have questions about the position, contact Shannon Huberty at shannon.huberty@state.mn.us.

If you are a Connect 700 applicant, please email your certificate and the Job posting ID to Shannon Huberty at shannon.huberty@state.mn.us by the position close date.

If you are an individual with a disability and need an accommodation for an interview, you may contact the Department of Health ADA Coordinator at health.hr.ada@state.mn.us.

AN EQUAL OPPORTUNITY EMPLOYER

The State of Minnesota is an equal opportunity, affirmative action, and veteran-friendly employer. We are committed to providing culturally responsive services to all Minnesotans. The State of Minnesota recognizes that a diverse workforce is essential and strongly encourages qualified women, minorities, individuals with disabilities, and veterans to apply.

We will make reasonable accommodations to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact the job information line at 651-259-3637 or email careers@state.mn.us. Please indicate what assistance you need.