



Job Posting

POSITION TITLE: Community Health Liaison

RESPONSIBLE TO: Community Health Worker/CHL Coordinator

POSITION DESCRIPTION:

CHLs are community leaders who connect their community members to necessary health and wellness services. The role of the CHL is to engage community members and to act as a “bridge” for community members who are not well connected to health insurance or health care. Working closely with their colleagues, the CHL will assist in helping the community member access health insurance, choose and get established with a primary care provider, pharmacy, and dental practice; navigate the health care system, access needed specialist care, acquire health literacy skills and healthy behaviors, connect to needed behavioral health and substance use disorder services, and, in general, address barriers to care with the goal of achieving optimal health. CHLs will engage, build relationships, assist in navigating systems, and advocate with and on behalf of their community members.

KEY FUNCTIONS/RESPONSIBILITIES:

- Incorporate best practices regarding confidentiality into all job duties and communications in accordance with HIPAA, Trinity policies and procedures and other applicable regulations.
- Conduct community outreach to engage eligible community members in services.
- Conduct targeted follow up visits to assess community member progress in achieving health goals.
- Assist in resolving and removing barriers to enable community member access to all necessary components of health care. CHLs will receive ongoing education and training that will adequately prepare them to aid in connecting community members with transportation, health insurance, food resources, primary care appointments, mental health, behavioral health, and other wellness resources.
- Conduct coordinative conferences with colleagues.
- Maintain accurate records in accordance with agency protocols.

REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

- Two or more years of community organizing and leadership experience as well as an in-depth understanding of the community health issues facing Albany’s South End, West Hill, and Arbor Hill neighborhoods.
- High school diploma or GED
- Strong computer skills. Experience working with electronic medical records preferred.
- Valid driver’s license, insurance and good driving record.

Hours: Part-Time, 20 hours per week, flexible scheduling

Please submit resume to:

Human Resources Office

15 Trinity Place, Albany, NY 12202

OR e-mail to: HR@ta-cr.org

Visit our website at: www.trinityalliancealbany.org