# JOB POSTING

## WELLNESS ADVOCATE – FULL-TIME

<table>
<thead>
<tr>
<th>PROGRAM:</th>
<th>Community Health Connections</th>
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<td>RESPONSIBLE TO:</td>
<td>Program Manager: Health Homes and WALC</td>
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## ACCOUNTABILITY OBJECTIVE:

Wellness Advocates will establish trusting relationships with CDPHP members and their families while providing culturally competent, trauma-informed support and encouragement. Wellness Advocates will provide social care to members, assisting with areas such as housing, food insecurity, financial stability, among others that impact health care access and health outcomes. Activities will include engagement, relationship building, system navigation, advocacy, health literacy instruction, and outreach. Community members served through this program will be identified by CDPHP in the hospital setting or through a referral center.

## 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 outreach to engage community members & complete comprehensive intakes consisting of social needs screenings that will drive service delivery.
- Work collaboratively with referral sources, hospital discharge planners, and other members of the care team to coordinate service delivery.
- Support the successful transition of identified members with social determinant of health needs back into the community post-discharge from hospital or emergency department.
- Strengthen member linkages to primary care and increase utilization of preventive care services.
- Connect community members to appropriate wellness resources through referrals and follow up.
- Provide access to social care including, but not limited to, arranging for transportation, advocacy at social service agencies, procuring food, and support with filling out applications.
- Work cooperatively with other clinical/non-clinical personnel assigned to the same individual.
- Maintain timely and accurate documentation in relevant electronic and paper-based platforms.
- Perform any additional duties as assigned.

## REQUIRED KNOWLEDGE, ABILITIES AND SKILLS:

- High school diploma or equivalent. Some years of higher education preferred, but not required
- At least 3 years of positive work history
- Strong computer skills required
- Bilingual preferred
- Excellent crisis intervention, case management, and advocacy skills
- Valid driver’s license, insurance and good driving record

Forward Resumes, cover letter, salary requirement to:
Human Resources Office ~ 15 Trinity Place ~ Albany, NY 12202
Or E-mail to: HR@ta-cr.org