



# NORTH POINT

Health & Wellness Center, Inc.

**Organization:** NorthPoint Health & Wellness Center, Inc.

**Category:** Community Health Outreach

**Department:** Community Outreach

**Job Title:** Community Health Worker

**Status:** Part-Time (20 hours per week), Non-Exempt (not benefit eligible)

**Date Posted:** 4/10/09 Closing Date: Until Filled

**Organization Summary:**

NorthPoint Health & Wellness Center is a multi-specialty agency located in North Minneapolis striving to improve the physical and socio-economic health of the North Minneapolis community through an integrated model of health and human services.

**General Job Statement:**

The Community Health Worker is responsible for providing health outreach to adults and families residing in North Minneapolis. This position will increase awareness and the need for health prevention, medical and dental check-ups, social and economic issues impacting families. Outreach activities will be conducted in neighborhoods, agencies, churches, park and recreation facilities and schools. Presentation can be one-to-one or group level interventions. Identify adults and families in need of health and social services and connect them with NPHWC clinic or human services staff. Perform assignments related to the service goals and objectives of the program as contracted.

**Qualifications:**

Community Health Worker Program Certificate required. Associates degree with at least 2 years of relevant experience, bachelor degree in related field preferred. Bi-lingual, Spanish proficiency preferred. Must possess demonstrated ability to relate to individuals and families of varied ethnic, cultural backgrounds, ages and economic circumstances. Good knowledge of interviewing and recording techniques; of the surrounding community; program policies; and working knowledge of health care systems. Ability to execute outreach plans, collect data and prepare reports. Excellent verbal, written, analytical and group communication skills working with a multi-cultural environment. Must have valid Minnesota driver's license and good driving record.

Must be proficient in MS Word, MS Excel and computer tracking database. Ability to work occasional evenings and/or weekends.

**Key Duties & Responsibilities:**

1. Provide assistance in preparing work products committed in grant and submit to Program Coordinator for review.
2. Prepare and maintain records and reports related to outreach (ability to design work plans and timelines to accomplish expected goals).
3. Provide assistance with health education, patient/client outreach, and patient/client referrals to other social service agencies at NPHWC and within the community (ability to conceptualize alternative solutions to complex issues in order to draft recommendations and convey them to diverse audiences).
4. Provide support to women with breast or cervical cancer and their caregivers.
5. Provide one-on-one education to women such as social, environmental, emotional and occupational needs, promoting healthy eating and healthy style changes
6. Refer women to breast/cervical cancer screening resources.
7. Register new patients/clients and familiarize patients/clients with NorthPoint Health & Wellness clinic procedures.
8. Partner with other community organization at events to provide Breast/Cervical education.
9. Attend education health fairs, seminars or workshops about breast & cervical cancer.
10. Other duties as assigned by supervisor.

**How to Apply:**

Please submit resume with salary requirements to:  
NorthPoint Health & Wellness Center, Inc.  
1315 Penn Avenue North  
Minneapolis, MN 55411  
ATTN: Ethella Ashford

**Or submit electronically to:**

[hr@northpointinc.org](mailto:hr@northpointinc.org)

NorthPoint Health & Wellness Center, Inc. is an equal opportunity employer and is committed to building a workforce of diverse citizens. NorthPoint does not discriminate against any employee or applicant on the grounds of race, color, creed, marital status, sex, status with regard to public assistance, disability, sexual orientation, age, religion, or national origin.