Position Vacancy (6/25/2020)
Outreach Worker/Mobile Outreach Van (MOV) Driver

About Bronx Community Health Network (BCHN)
BCHN is an innovative, caring community-based organization and federally funded health center that is making an impact on the lives of Bronx residents every day. In collaboration with health care delivery partners, we assure access to quality, affordable, comprehensive medical, behavioral, oral health care and related ancillary services. Twenty-one community and school-based health centers care for over 118,000 children and adults annually. Our patient- and community-centered Health and Wellness programs reach some 50,000 Bronx residents. Our outreach specialists offer services that include: health insurance or reduced visit fees, chronic disease prevention and management, prenatal care and parenting, nutrition, physical activity, health literacy, home visits and environmental assessments, systems navigation and care coordination for socio-economic resources. BCHN offers a work place environment that promotes and values equity, cultural competence, collaboration and a commitment to excellence.

Overview
As an integral member of BCHN’s Community Health and Wellness team, the Outreach Worker/MOV Driver will provide health information and workshops to promote the importance of disease prevention, early treatment, self-management and healthy lifestyle choices. They help to coordinate care for clients who need social supports to manage chronic illnesses including diabetes, heart disease, hypertension, arthritis, asthma, and cancer. As needed, the Outreach Worker/MOV Driver will assess client needs and refer and link them to healthcare and social support agencies and programs. The Outreach Worker/MOV Driver will drive the BCHN outreach van to and from events, and transport staff members as needed from one place to another for events, visits or meetings. She/he will maintain the vehicle maintenance checklist to ensure proper functioning; provide alerts for anticipated problems; and ensure that NYS Division of Motor Vehicle inspection and registration remain in effect.

Essential Functions
• Drive outreach van as needed
  o Ensuring vehicle maintenance and upkeep, including timely reporting to supervisor of any problems with the vehicle (i.e. leaks, oil, break flasher)
  o Completing daily vehicle logs (i.e. Time in use, mileage, vehicle notifications, mechanical or structural issues, incident reporting, etc.)
  o Returning vehicle to parking lot with full tank of gas
  o Performing general weekly inspection to ensure lights, appliances, etc. are properly functioning
  o Advising and alerting supervisor in advance of dealer-recommended vehicle maintenance checks.
• Build and maintain positive working relationships with community organizations and members
• Convey the purposes and services of BCHN programs to community members, partners and stakeholders.
• Coordinate health screenings, health fairs, workshops and other outreach events
• Identify potential partners for mobile van outreach events
• Conduct screenings for chronic disease, health insurance and social needs, and link and refer community members to appropriate services, including navigation and submission of applications where applicable
• Conduct health promotion workshops and presentations at locations and events including health fairs, parent teacher meetings and community and faith-based organizations
Register patients at BCHN outreach events, as needed

- Provide exceptional service and/or care to all patients, clients and team members.
- Assist in the collection of program data.
- Regularly update the outreach team and management.
- Complete and submit monthly reports in a timely manner
- Administer surveys to assess relevant trends in the community so the program may be adapted to meet the continually changing needs of the community.
- Perform other duties as requested by management.

Qualifications

- Reliable individual with knowledge and familiarity with Bronx communities.
- Ability to work with individuals and in a group and individual settings – with people of all cultures.
- Ability to engage community in a confidential and linguistically/culturally appropriate manner.
- Excellent interpersonal and verbal communications skills.
- A minimum of Bachelor’s degree or Associate degree from an accredited college in public health, health education or a related field
- At least 1 year of work experience in a health care related field.
- Demonstrated ability to work respectfully with those in need of treatment and social services.
- Demonstrated ability to maintain good relationships with community partners as well as the education and experience necessary to satisfactorily perform the job.
- Computer proficiency required
- Valid New York State driver’s license and excellent driving record required. Must successfully pass state-required background and DMV checks.
- Experience driving a large van.

Special Skills and Knowledge

- High level of self-motivation
- Experience working in diverse communities
- Basic knowledge of chronic disease and/or social support resources
- Ability to listen to and communicate clearly and respectfully with community members, and partners and other team members
- Commitment to working as a member of a team
- Flexibility and willingness to work a flexible schedule primarily outdoors, including inclement weather conditions, and evenings/weekends when possible.

Applications and Inquiries

To submit a cover letter and résumé or for additional information, you may contact:
  Nancy Manus, Project Director/HR Coordinator
  Email: nmanus@bchnhealth.org
  Telephone: 718-405-7733