Collaborating with an extensive number of funders, volunteers, and supporters, Catholic Community Services of Lane County (CCSLC) is a 70-year-old 501(c)(3) social services agency dispensing the largest volume of no-cost basic assistance—food, utilities, clothing—to individuals and families living in poverty throughout Lane County. We foster a “whatever it takes” approach with the case management and housing navigation services we provide to our unhoused neighbors. As well, our Refugee & Immigrant Services Program is rapidly growing and is the only Lane County team offering a coordinated effort of legal assistance, wrap around supportive services and employment connections to refugees and immigrants who arrive in our community. We are committed to social justice, economic opportunity, and loving support of all in need, no matter a person’s race, religious beliefs, ethnicity, age, gender identity, or sexual orientation. **Be a part of this highly rewarding work by joining our committed, dynamic team of employees and volunteers who are impacting our community every day.**

**POSITION TITLE:** Cultural Liaison- Bilingual English/Spanish

**REPORTS TO:** Manager, Supportive Services

**WORK LOCATION:** Springfield/Eugene, OR

**FLSA STATUS/ HOURS:** Part-Time, Mon-Fri. 20 Hrs./Wk. Non-Exempt

**COMPENSATION:** $19.00/hour for minimum requirements

**PRINCIPAL DUTIES AND RESPONSIBILITIES** *(See full job description for additional):*

- Develop outreach strategies and activities in support of CCS'S's intent to improve participation by underrepresented communities/underserved populations in the Family Support and Connections program, and serve as the lead in those strategies and activities
- Ensure service provision meets the cultural needs in a manner that is culturally responsive and with equity in distribution within the local community
- Develop and deliver culturally sensitive outreach materials and messages
- Attend meetings, outreach events, collaborate with community partners, groups and agencies
- Make recommendations to improve delivery of services to better reach target populations

**QUALIFICATIONS, KNOWLEDGE, SKILLS & ABILITIES:**

- Associate’s or Bachelor’s Degree in Human Services or related or 3 years of equivalent experience required
- Experience in culturally competent community outreach services preferred with training and experience working with at risk families and/or families living in poverty
- Bilingual English/Spanish required w/excellent English written & oral communication skills
- Proficient in MS Word, Excel and Outlook, and familiar w/database software applications
- Excellent organizational and time management skills and strong interpersonal and team building skills
- Highly motivated, self-starter with the ability to multi-task and work both solo and on a team
- Excellent organizational and time management skills
- Valid ODL, reliable transportation, and automobile insurance required. Local travel may be required

**FOR CONSIDERATION:**

- Email resume and cover letter to: HumanResources@CCSLC.org

*Catholic Community Services of Lane County is an Equal Opportunity Employer*