

Community Health Worker Supervisor Job Description

Are you a hardworking individual who wants to make a positive impact in elevating the health and wellness of the Roanoke City and Alleghany Health Districts (RCAHD) community? Do you have a passion to help improve the community's health by helping residents adopt healthier behaviors and access community services? If this is you, we invite you to apply for the role of Community Health Worker Supervisor, a temporary, contract position that oversees the planning, coordination, and implementation of public health education, outreach, and resource coordination in RCAHD communities.

The goal of this position is to improve health through the linkage of individuals and families with resources to achieve better health outcomes. The position will work closely with the Population Health team to identify inequities and education, outreach, and resource coordination strategies to address the goal, including:

Job Responsibilities:

- Manage and supervise the daily activities of assigned public health staff, including Community Health Workers (CHWs) and Community Health Engagement Coordinator(s), and Peer Recovery Specialist(s) to support health, mental health, and wellness-related activities
- Develop and implement staff meetings, trainings, and planning structure designed to improve health, especially among underserved individuals
- Support team members in the development of work plans that support the mission of public health
- Conduct frequent monitoring of staff activities and assure quality improvement
- Assure that all project activities are according to RCAHD policies and guidelines
- Maintain current knowledge of COVID-19 vaccine recommendations
- Lead and participate in meetings and dissemination of public health information
- Work closely with the Population Health team and take on other responsibilities as requested
- Report to the Population Health Manager

The Ideal Candidate:

To be minimally qualified for this position all applicants must possess THREE years of relevant experience in management and supervision.

- Experience in managing a team and project development
- Ability to manage and organize multiple projects with attention to detail
- Ability to problem-solve independently and proactively
- Ability to explain health information to the public in a clear, concise, accessible manner

- Strong interpersonal skills, can relate and communicate positively to staff and the general public
- Knowledge of Microsoft suite, databases, and is able to learn other software as needed

Preferred qualifications:

- Bachelors' degree in health, human, or social sciences
- Three years of experience in health or social service delivery
- Knowledge of trauma informed supervision
- Considerable knowledge of Roanoke City and Alleghany Health District service area and community support resources

Pay rate:

- Up to \$30- \$38 hourly
- Up to 40 hours per week (hours will vary to cover after-hour events and weekends)
- Note: This is a contract position hired through 22nd Century. State benefits are not offered. The position is subject to community need and grant funding. Current funding available through May 2025.)

To apply: Please email your resume and cover letter to Kristin.Adkins@vdh.virginia.gov by November 10, 2023.

About the Department:

Roanoke City and Alleghany Health Districts (RCAHD) are two of 35 health districts in Virginia. As part of the Virginia Department of Health, RCAHD operates primarily as a single organization to serve the residents, businesses, and visitors of Alleghany County, Botetourt County, Craig County, Covington City, Roanoke City, Roanoke County, and Salem and community partners to achieve its mission and vision. RCAHD's mission is "Protecting and Promoting Health and Well-Being in Our Communities" and our vision is "Healthy People, Healthier Communities." We view "health" in the broadest sense, and this drives our path towards continuous health improvement with a focus on equity of the social determinants of health.