

Pathways Navigator, Community Health Worker



Hiring Agency:

East Central Ministries, Inc
123 Vermont St NE
Albuquerque, NM 87108

Closes:

December 4, 2020

Position Title:

Pathways Navigator/Community Health Worker

Program:

UNM Pathways

Reports to:

ECM Development Director
ECM Clinic Director

Primary Responsibilities:

Build a case management load of 20 clients, helping them to navigate the various social systems and resources necessary to improve their life status and overall health outcomes. To successfully do this, you will identify, recruit, and assess individuals most disconnected from social services and connect them to the most appropriate services available through the Pathways program.

Duties:

- Assess eligibility and level of readiness for adults/families to enroll in Pathways Programs.
- Provide basic family and individual facilitation; work with individuals to develop prioritized pathways.
- Coordinate and follow up on referrals to other community organizations that specialize in areas prioritized by the individuals. Referrals may include comprehensive and facilitated referrals as well as application assistance and client advocacy.
- Coordinate with ECM to improve access to services for clients by directly assisting them in obtaining transportation for appointments, conducting home visits as needed, and by participating actively in community activities to foster good working relationships with individuals, organizations, and other service providers.
- Provide current and appropriate general health and wellness education to clients and work to decrease dependency through the teaching of self-advocacy skills.
- Provide input into the development and implementation of community programs created in response to the identified needs.
- Maintain client-tracking system in the web-based Pathways database, including updated information on client, demographics, eligibility and enrollment status, and referrals made and

followed up on.

- Identify and document systems barriers in efforts to connect clients to health and social services.
- Prepare monthly invoices and required quarterly reports to be reviewed by supervisors prior to submission to Pathways Program Manager.
- Perform navigation work with minimal supervision. May be required to occasionally work irregular hours and perform other duties assigned.
- Continue in trauma, service-oriented, and other appropriate training as requested.
- Attend monthly Hub Pathways meetings with Pathways administrators and Navigators from other agencies.
- Attend monthly ECM/IDHCC Navigator supervision meetings.
- Attend bi-weekly ECM staff meetings.

Requirements:

- High School Diploma or GED certificate required. Bachelor's Degree in Social Sciences, Community/Public Health or related field preferred.
- Certified Community Health Worker preferred.
- Experience or desire to engage the unsheltered, street workers, people facing addiction, and recently incarcerated populations.
- Proven experience with public health and/or social services in a community setting.
- Ability to sensitively engage and communicate cross-culturally.
- Ability to communicate orally and in writing in English, Spanish, or a second language relevant to Albuquerque's population.
- Ability to collaborate and coordinate with other social service entities and advocate on behalf of the client.
- Ability to separate personal from professional and to be able to establish boundaries with clients.
- Ability to work independently or with little supervision, and yet be part of a larger team.
- Proficient with computers to include data entry, word processing, and spreadsheets.
- Strong organizational skills.
- Valid New Mexico driver's license with one-year driving experience with no moving violations.

Hours of Work:

This position is part-time, 20 hours per week, with potential for full-time.

Duration of Contract:

7 months, with possibility of renewal for next grant cycle.

3-month probation period.

Application Process:

Please send a cover letter and resume to judy@eastcentralministries.org