**Community Health Outreach Coordinator**

**Full-Time**

**Job Description**

**About Monsoon:** Monsoon Asians & Pacific Islanders in Solidarity is a culturally specific organization serving victims/survivors of domestic violence, sexual assault and human trafficking in Asian and Pacific Islander (API) communities in Iowa.  The organization serves all 99 counties in Iowa and has offices in Des Moines, Iowa City and Dubuque.

**Job Title**: Community Health Outreach Coordinator – Des Moines-based

**Function**: The Community Health Outreach Coordinator (CHOC) will lead the planning, implementing, and evaluation of grassroots outreach campaigns regarding health issues affecting the Asian & Pacific Islander communities in Iowa, and particularly COVID-19. The CHOC will assist the Executive Director in the development of Monsoon’s Community Healing Space & Garden Project. The CHOC will also supervise the part-time and contract Community Health Outreach Workers.

**Reports to**: Monsoon Executive Director

**Hours & Availability**:

* Full-time; 40 hours a week
* Available to travel statewide with personal vehicle and auto insurance
* Available to travel nationally to attend conferences/training, following safety guidelines
* Possess employment authorization in the United States

**Requirements**:

* Undergraduate degree in a related field
* Knowledgeable about gender-based violence and Asian, Native Hawaiian and/or Pacific Islander communities
* Previous knowledge of medical terminology, community resources for the needs of patient and families, preferred
* Strong interpersonal and organizational skills, especially an ability to work with diverse groups of people
* Bold initiative, creativity and flexibility, the ability to work under pressure and with deadlines
* Self-motivated and open to learning new concepts and approaches
* Two-year service commitment to Monsoon
* Complete trainings on addressing domestic violence and sexual assault conducted by Monsoon, ICADV (Iowa Coalition Against Domestic Violence) and IowaCASA (Iowa Coalition Against Sexual Assault)
* Attend online staff meetings and scheduled supervisor meetings as well as ongoing staff trainings and work-related webinars
* Individuals who are bilingual in an API language preferred

**Responsibilities:**

* Plan and implement grassroots-style outreach campaigns regarding health issues affecting the Asians & Pacific Islander communities in Iowa
* Recruit and train trusted messengers from diverse API communities to promote vaccination and have bidirectional conversations about vaccine hesitancy.
* Create testimonial campaigns representing diverse API communities
* Safely conduct in-person services to share information such as vaccine availability, vaccine education, appointment sign-up options, and appointment and COVID-safety reminders.
* Attend and/or present to potential allies and collaborators
* Evaluate the effectiveness of Monsoon’s outreach activities
* Review and become familiar with local, national and global current events and outreach efforts
* Assist with drafting and conducting research regarding health issues for podcast, blogs, emails and other communications
* Help to write blog posts and newsletter items focusing on health issues
* Assist in designing promotional materials, such as program flyers and event signage
* Support media relations tasks
* Supervise part-time and contract Community Health Outreach Workers
* Assist the Executive Director in developing Monsoon’s Community Healing Space & Garden Project.

***Perform other duties as assigned by the Executive Director***