



Job Description

Job Title: **Community Health Coordinator**
Classification: Full-Time, Non-Exempt, Hybrid Work Schedule Available
Department: Community Initiatives
Reports to: Director of Community Initiatives
Location: Meridian, ID
Apply: <https://idahofoodbank.org/about/employment/>

Job Summary: This position is responsible for coordinating Foodbank efforts to improve the health of Idahoans experiencing food insecurity. This position will cultivate and implement collaborative projects and foster relationships that support community health and health equity through partnerships with healthcare organizations, The Foodbank community partner network, community leaders and stakeholders, and vulnerable communities. Requires a clear understanding of the social determinants of health, the health needs of Idaho communities, and forward thinking to develop impactful connections and solutions for creating a hunger free and healthier Idaho.

Principle Duties and Responsibilities:

- Build and maintain strong working relationships and partnerships with healthcare providers and organizations for the improvement of health outcomes for low-income, food insecure Idahoans.
- Create and deliver educational presentations to health organizations and community stakeholders about The Foodbank and the connection between nutrition security and health.
- Identify and implement programming that will have a positive impact on both health outcomes and nutrition security.
- Identify opportunities within the healthcare sector to increase access to nutritious food for patients identified as food insecure.
- Expand the emphasis on health at food distributions through co-location of The Foodbank's programs and services with healthcare providers and other appropriate organizations.
- Carry out or collaborate on program strategies/initiatives, conducting assessments as needed, evaluating outcomes, impact and potential for replication across the state.
- Create and/or provide resource materials, training and support to the Idaho Foodbank community partner network regarding partnering with healthcare providers in their community.
- Seek opportunities to grow the conversation internally about the links between hunger and health.
- Create and support content creation for internal and external communication platforms.
- Maintain current knowledge of community and public health related policies, initiatives, research, and local and national news related to social determinants of health (SDOH) and food insecurity.
- Cultivates strategic relationships to collaborate on current and future projects.
- Listens to communities and brings forward learnings about food equity and cultural competency to support evolution of The Foodbank's programs and services.
- Provide statewide support for Hunger to Health conferences and touchpoints.

Knowledge, Skills and Abilities Required:

- Bachelor's Degree; health education, public health, or social services preferred
- Experience, comfortable with and committed to serving low-income individuals and families
- Knowledge of healthcare industry, food assistance programs, nutrition security issues, and/or experience with social service agencies preferred
- Must be strong independent worker as well as be able to work as a part of a team
- Ability to communicate effectively, both orally and in writing
- Strong listening and collaboration skills
- Excellent organizational skills and project management experience
- Experience in collecting and analyzing qualitative and quantitative data
- Ability to make presentations and develop reports that includes data and technical information
- Proven competencies in Microsoft Office products, including internet, Word, Excel, Outlook, PowerPoint and standard office equipment

- Must have skills in training and/or facilitation of meetings
- Excellent customer-service skills
- Demonstrated problem-solving and conflict resolution skills
- Travel required within counties served by organization/programs
- Fluency in English, and Spanish strongly preferred

Safety:

- Must be able to pass ServSafe Certification for safe food handling
- Commit to upholding policies, principles and best practices for food safety.
- Understand the personal responsibility to follow all safety policies and health rules, programs and procedures, to report all unsafe acts, environment or behaviors immediately and to always report safety issues, incidents or accidents immediately.

Job Requirements:

- Have a valid Driver's License and access to an automobile with current auto insurance. Must be able to provide an acceptable Motor Vehicle Record to meet insurance eligibility requirements.

Employment Requirement

- Negative Drug Screen
- Successful Background Clearance

Working Conditions:

This work is performed primarily in a hybrid office environment while sitting at a computer terminal for extended periods of time. This position may work remotely with a minimum expectation of 8 hours per week in office. May involve periodic lifting and carrying of items that may weigh up to 30 pounds. May work outside at food distributions and health fairs, requires ability to work outside of normal working hours and drive own vehicle for various projects on a daily basis.

Disclaimer

This job description in no way states or implies that these are the only duties to be performed by the employee in this position. Employees will be required to follow any other job-related instructions and to perform any other job-related duties requested by any person authorized to give assignments.

This position description excludes the marginal functions of the position that are incidental to the performance of fundamental job duties. All duties and responsibilities are essential job functions and requirements. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. This document does not create an employment contract, implied or otherwise, other than an "at will" relationship.

Current COVID Safety Protocols

The wearing of masks is optional at The Idaho Foodbank. We have chosen to let employees, volunteers and visitors make the best decision for themselves. Our partners and neighbors are counting on us and we need to be here to serve them, which means preserving our health is important. We are not limiting group sizes in our facilities or at events, but encourage any employees involved to use their personal judgement regarding any safety protection given the environment where the group will be gathering.

We ask that employees respect those who choose to wear masks. We ask that any employee that is asked to wear a mask when in close contact with another employee, partner or visitor that we honor that request. When working offsite, we ask our employees and volunteers to follow that location's COVID safety protocols.

We may implement additional safety requirements, at our discretion, at any time.

THE IDAHO FOODBANK IS AN EQUAL OPPORTUNITY EMPLOYER