

Health District

OF NORTHERN LARIMER COUNTY

Position Description

Position Title	Health Equity Coordinator
Department	Planning, Policy, Research & Evaluation
Salary Grade	Grade P3
Reports To	Director of Planning, Policy, Research & Evaluation

Position Overview

The Health Equity Coordinator is responsible for developing and implementing an organizational strategy, including projects and initiatives, to build the organizational capacity to address health inequities as well as normalize and operationalize health equity within the Health District. This position centers on collaboration to build relationships with communities and to strengthen systems to promote equitable community participation to integrate the voices of marginalized community members into the Health District's work.

Working with a wide range of internal and external constituents the position will integrate culturally informed strategies and equity-based decision making into the design and development of policies, procedures, services, evaluation plans, and communications to build the capacity and infrastructure to cultivate a culture of shared ownership and a commitment to advancing equity across the Health District.

Supervision and Fiscal Responsibilities

This position is responsible for developing and managing the departmental budget and has no direct supervision but may supervise interns as necessary.

Examples of Duties

- Develops and implements a comprehensive organizational health equity plan aligned with organizational priorities, incorporating data-driven assessments, and strategies for improvement.
- Monitors, coordinates, and communicates the strategic health equity objectives across the organization.
- Collaborates with internal constituents to provide consultation and capacity building to service planning and provision to bolster culturally and linguistically responsive and inclusive service provision and community engagement in programming.
- Works closely with the Community Impact and Outreach & Education Teams to support the development of strong relationships and engagement opportunities with a broad range of collaborators to identify racial, linguistic, gender, ability, and geographic health disparities and incorporate these and other voices into the Health District's work.
- Works closely with the Health District Research and Evaluation team to assess needs and evaluate outcomes and impact of initiatives.
- Integrates strategies to advance health equity and racial justice throughout community health efforts.
- Assesses, documents and reports on disparities in health outcomes, the root causes, and identifies or develops strategies to address them.
- Researches, recommends, organizes, coordinates and/or facilitates professional development opportunities and training related to equity, diversity, and inclusion.
- Prepares and presents reports, findings, and recommendations to internal and external audiences to advance the goals and objectives of equity initiatives.
- Completes required training in support of the duties and responsibilities of this position.

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- Develops and maintains positive, professional, and productive relationships with consumers, the public, other agencies, co-workers, and supervisors.
- Performs other duties as assigned by the Director of Planning, Policy, Research & Evaluation.

Qualifications

- A minimum of a bachelor's degree in public health, social work, health, health care administration, or other relevant field, or a combination of equivalent experience and education.
- A minimum of five years of professional work experience working on addressing health/social disparities, advancing health equity, and/or working with communities that have been marginalized or under-resourced.
- Demonstrated experience and passion for working directly in communities and implementing solutions to address health disparities and barriers to health equity.
- Understanding of social identities, the social determinants of health, health equity, and their impact on an individual's health outcomes.
- Vision and creativity; including the ability to envision new and unique ways to create, organize or re-organize systems, and the ability to help others do the same.
- Ability to develop and maintain positive, professional, and productive relationships with diverse collaborators.
- Ability to effectively interact, work, and develop meaningful relationships with people of diverse backgrounds, including cultural, beliefs, customs, socioeconomic status, abilities, genders, and gender identities.
- Excellent written and oral communication skills, including presentation and reporting skills.
- Ability and flexibility to handle multi-faceted tasks, changing priorities, ambiguity, complexity, and change.
- Ability and commitment to be an effective facilitator, valuable team player and a positive influence on teamwork and interactions, focusing on strengths, solutions, and achievement of goals.
- Detail oriented, excellent organizational skills, with a commitment to high-level accuracy.
- Ability to communicate well verbally and in writing, and to keep accurate and complete records.
- Ability to work both cooperatively within a team and independently.
- Intermediate to Advanced skills in Microsoft Office Suite (Word, Excel, PowerPoint, Teams, and Outlook)
- Requires reliable transportation; valid driver's license and auto insurance if reliable transportation is by personal automobile.
- Must comply with infection control policies for this position.

The above job definition information has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job. Job duties and responsibilities are subject to change based on changing business needs and conditions.

Work Environment

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must have close visual acuity to perform activities such as: preparing and analyzing data and figures, viewing a computer monitor, extensive reading.
- Must be able to sit or stand for prolonged periods.
- Must have eye-hand coordination and manual dexterity sufficient to operate a computer keyboard, telephone, photocopier, and other office equipment.
- Must have the ability to move from place to place on the job.

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- Must have the ability to communicate information and ideas verbally so others will understand.

General Benefits Description - For qualifying employees, the Health District provides paid time off, medical, and dental insurance, life, and disability insurance, 401(a) employer match, and a robust employee wellness and recognition program. Vision insurance and an additional pre-tax retirement plan are offered. A complete list of benefits can be found on the Health District website.

Equal Opportunity Employer - The Health District is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, ethnic or national origin, ancestry, age, sex, pregnancy, disability, genetic information, veteran status, gender, marital status, sexual orientation, gender identity or expression, religion (creed), political beliefs, or any other characteristic protected by federal, state, or local laws.