

## **Community Engagement and Training Specialist**

The Fund for Public Health in New York City (FPHNYC) is a 501(c)3 non-profit organization that is dedicated to the advancement of the health and well-being of all New Yorkers. To this end, in partnership with the New York City Department of Health and Mental Hygiene (DOHMH), FPHNYC incubates innovative public health initiatives implemented by DOHMH to advance community health throughout the city. It facilitates partnerships, often new and unconventional, between government and the private sector to develop, test, and launch new initiatives. These collaborations speed the execution of demonstration projects, effect expansion of successful pilot programs, and support rapid implementation to meet the public health needs of individuals, families, and communities across New York City.

### **PROGRAM OVERVIEW**

The New York City Department of Health and Mental Hygiene (DOHMH) is one of the largest public health agencies in the world.

The Bureau of Community Awareness, Action, Response, and Engagement (BCAARE) engages and supports community action to learn from community members' experiences and expectations to develop and disseminate behavioral health linkages and supports for wellness, and for preparing for and responding to local and widespread events and emergencies. The bureau invites and includes peer perspectives to integrate equitable access to behavioral health across sectors and settings. BCAARE is organized into five main offices including Behavioral Health Emergency Preparedness and Response, Community Engagement and Training, Consumer Affairs, Data Aggregation, Translation and Analytics, and Neighborhood Response Unit. Key programs, initiatives, and collaborations include Connections to Care: Building Resilience for Youth, Community Covid Conversations (3C), NYC Project Hope, Resilience and Emotional Support Team (REST), and the Mayor's Subway Safety Plan.

### **POSITION OVERVIEW**

The Office of Community Engagement and Training within the Bureau of Community Awareness, Action, Response, and Engagement is seeking 15 Community Engagement and Training Specialists, who will serve as community liaisons and will be responsible for outreach to and training of community groups, non-profits, and other stakeholder groups who cater to members of the AAPI community in NYC.

### **RESPONSIBILITIES**

- Contribute to the identification of and outreach to AAPI community leaders and organizations.
- Serve as a community liaison with AAPI community leaders and organizations.
- Contribute to the development of training materials and protocols.
- Coordinate training details and delivery of training materials with community entities and other internal and external partners.
- Promote and provide DOHMH trainings to community groups, non-profits, and other stakeholder groups, as scheduled.

- Use designated tools to collect, enter and report on specified data indices.
- Participate in PMH-AAPI project meetings and contribute to other meetings and workgroups as prescribed by supervisor and agency leadership.
- Perform additional duties and serve in emergency response roles in accordance with agency requirements.
- Contribute to the development of activities/tools that promote equity and uphold social justice in practices and programming
- Other tasks, as assigned.

### **QUALIFICATIONS**

- A baccalaureate degree from an accredited college and two years of experience in community work or community centered activities in an area related to the duties described above; or
- High school graduation or equivalent and six years of experience in community work or community centered activities in an area related to the duties as described above; or
- Education and/or experience which is equivalent to the above. However, all candidates must have at least one year of experience as of experience in community work or community centered activities in an area related to the duties described above.
- Fluent in one or more AAPI languages. Please indicate the language in which you are fluent on your resume.
- Experience developing and delivering social, educational, and/or health outreach, education, and other pertinent services or managing their coordination to NYC AAPI communities.
- Knowledge of and experience working with behavioral health systems in NYC.
- Experience collecting and reporting on data.
- Availability to travel all five boroughs for program-related meetings and events.
- Effective customer service skills.

### **Selected candidate must be able to provide proof of COVID-19 vaccination.**

### **LOCATION**

The Factory  
30-30 47th Avenue  
Queens, New York 11101

Approximately 40% of work time will be spent in the office with the remaining time working in communities.

### **HOURS**

35 hours per week. Two schedules are available: Monday-Friday; Tuesday-Saturday. Schedule will be determined upon hire, with preference given when possible. Shift times will vary. Candidates must be available between 8AM and 8PM.

### **SALARY AND BENEFITS**

This position has an hourly pay rate of \$34.18. Selected candidate is eligible for benefits via staffing agency.

**TO APPLY**

To apply, send Resume, with Cover Letter, including how your experience relates to this position [here](#).  
Applicants who best match the position needs will be contacted.