

LOCAL HEALTH PERSONNEL JOB DESCRIPTION

CLASS TITLE: Senior Community Outreach Worker		
TITLE CODE: 2208	SERIES: Medical services Support	
SELECTION METHOD: 100% qualifying		SALARY: (MIN-MID)) \$10.40-12.82 GRADE: 11 SPECIAL ENTRANCE RATE: May be adjusted at agency's discretion based upon additional education & experience.
POSITIONS IN THIS CLASS GENERALLY REPORT TO: Local Health Director or assigned staff		
PRIMARY USER AGENCY: LOCAL HEALTH DEPARTMENT		

CHARACTERISTICS OF THE CLASS: CHARACTERISTICS OF A CLASS ARE GENERAL STATEMENTS INDICATING THE LEVEL OF RESPONSIBILITY AND DISCRETION OF POSITIONS IN THAT JOB CLASSIFICATION.

Provides outreach and follow-up services for potential clients and individuals already receiving services for maternal and child health, epidemiology and aging services. The incumbent would make visits to homes and other sites promoting services, scheduling appointments, and any necessary follow-up.

MINIMUM REQUIREMENTS: MINIMUM REQUIREMENTS ARE COMPREHENSIVE STATEMENTS OF THE MINIMUM BACKGROUND AS TO EDUCATION, EXPERIENCE, AND OTHER QUALIFICATIONS WHICH WILL BE REQUIRED IN ALL CASES AS EVIDENCE OF AN APPOINTEE'S ABILITY TO PERFORM THE WORK PROPERLY.

EDUCATION: High School diploma or GED

EXPERIENCE: Two (2) years of experience in public health or in another position with the provision of social services, supportive services, personal care, or related duties or an equivalent combination of experience and education.

SUBSTITUTION CLAUSE: N/A

EDUCATION: N/A

EXPERIENCE: N/A

SPECIAL REQUIREMENTS: (AGE, LICENSURE, REGULATION, ETC.) Possess a valid motor vehicle operator's license

POST EMPLOYMENT REQUIREMENTS: EMPLOYEES IN THIS CLASS WILL BE REQUIRED TO OBTAIN CREDENTIALS OUTLINED BELOW WITHIN A REASONABLE TIME, OR IF EMPLOYEES POSSESS SUCH CREDENTIALS AT THE TIME OF HIRE THEY WILL BE REQUIRED TO MAINTAIN THOSE CREDENTIALS SO LONG AS THEY ARE EMPLOYED IN THIS CAPACITY.

NONE

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE CLASSIFICATION: EXAMPLES OF DUTIES OR RESPONSIBILITIES ARE NOT TO BE CONSTRUED AS DESCRIBING WHAT THE DUTIES OR RESPONSIBILITIES OF ANY POSITION SHALL BE AND ARE NOT TO BE CONSTRUED AS LIMITING THE APPOINTING AUTHORITY'S ABILITY TO ADD TO, OR OTHERWISE ALTER THE DUTIES AND RESPONSIBILITIES OF A POSITION.

Participates in medical services clinics, administers screening tests and measures. follow-up of agency programs (environmental, screening of diagnostic clinical findings, compliance with prescribed regimes, etc.), and makes medical, social, or environmental assessments in the homes. Participates in the development of training and trains other community health workers and community volunteers giving assistance in the conduct of medical services clinics, organizes community groups for the promotion of health services and participation in community group discussions in support of improved personal and environmental health practices and records on agency records all activities and services; recording test results and preparing documents for data tabulation and analysis, as well as for patient-referral.

TYPICAL WORKING CONDITIONS AND UNIQUE PHYSICAL REQUIREMENTS: INCUMBENTS IN THIS CLASSIFICATION WILL TYPICALLY PERFORM THEIR PRIMARY JOB DUTIES UNDER THESE CONDITIONS. THESE CONDITIONS MAY CHANGE ON OCCASION IN PERFORMING THE DUTIES OF AN INDIVIDUAL POSITION.

Work is spent primarily inside the clinic or community setting.

ADDITIONAL REQUIREMENTS:

May be required to submit to a drug screening test and background check according to the agency's policies.

DATE CLASS ESTABLISHED: 2/27/95

DATE OF LAST REVISION: 11/23/15

THE LOCAL HEALTH DEPARTMENTS DO NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, AGE, DISABILITY, SEXUAL ORIENTATION, GENDER IDENTITY, ANCESTRY OR VETERAN STATUS. REASONABLE ACCOMMODATIONS ARE PROVIDED UPON REQUEST.