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Healthy Birth Initiatives

**2015 ODE College to County Mentorship Program Job Description**

**SEASONAL TEMP POSITION:** June through September

**SALARY:** \$18.08 hr. (20-40 hours per week, Monday-Friday)

**LOCATION:** Northeast Health Center, 5329 NE Martin Luther King, Jr. Blvd

***Department solicitation and Department or Division description:***

The Multnomah County Health Department Healthy Birth Initiatives (HBI) REACH Project is seeking qualified candidates for a temporary position working to support project activities. The HBI REACH Project utilizes a culturally specific approach to addressing health disparities that impact African Americans in Multnomah County. The project focuses on improving nutrition and food access and environments with healthy food and beverage options to decrease disparities in chronic disease and increasing tobacco and smoke-free environments.

***Job Task Description:***

This position will assist program staff in working to achieve project outcomes. Tasks will include outreach and recruitment for project activities, working to develop project visuals such as charts and graphics, the development of videos supporting project work, support of policy analysis and recommendations, and community assessment activities.

***Knowledge/Skills/Abilities Required:***

- Microsoft Word skills
- Knowledge of effective use of social media
- The ability to use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- The ability to communicate effectively in writing as appropriate for the needs of the audience.
- The ability to arrive on time and work independently
- The ability to work effectively as a member of a diverse team
- The ability to work with members of the African American community in a competent, effective, equitable, and respectful manner

**Special Requirements:**

- Possession of valid driver's license.
- Use of personal vehicle may be required. If a personal vehicle is required, employee will need to carry the minimum auto liability insurance required by the State. Personal vehicle usage will be reimbursed at the IRS rate of \$0.56 per mile.

**Veterans' Preference:** Under Oregon Law, qualifying veterans may apply for veterans' preference for this recruitment. Review our [veterans' preference website](#) for details about eligibility and how to apply.

For veterans qualified for Veterans' Preference: If you believe you have skills that would transfer well to this position and/or special qualifications that relate to this position, please list those skills and/or qualifications in the box below. Clearly explain how those skills and/or qualifications apply.

**Application Instructions:**

Please fill out and submit an application for this position through the form also located at this website. The deadline for submitting online application is March 27, 2015.