

IPHA AmeriCorps Member Position Description

Position Focus: Hepatitis B Outreach and Engagement Coordinator/Community Liaison

Host Site Information:

Illinois Public Health Association
500 W. Monroe St.
Springfield, IL 62704
<https://www.ipha.com/#gsc.tab=0>

Position Location: Same as Host Site information listed above

Benefits:

- A Living Allowance of \$10,094 (9 months, 1200 hours)
- An Educational Award upon completion
- Professional Development & Career Experience
- Health insurance (if not already covered)
- Childcare benefits (if applicable)
- Student loan forbearance

Primary Responsibilities:

- Participate in scheduled Host Site supervisor meetings.
- To recruit and train 6 public health students at UIS and 2 field coordinators to train and distribute electronic/hard copy information throughout Central Illinois where African-born groups are settled.
- To identify staff in 8 health departments and 6 FQHCs to become trained in the assessment and care of African individuals with Hepatitis B or practicing risk behaviors leading to Hepatitis B infection.
- Develop and deliver a series of 4 webinars (2 to health departments and 2 to community-based providers) that focus on Hepatitis B and cultural competency addressing African cultural beliefs and values associated with communicable diseases.
- Conduct annual virtual meeting with all trainees to facilitate inclusion of Hepatitis B culturally-sound assessment and treatment directed to African immigrants.
- Develop and create relationships out in the community and other items assigned by site supervisor.
- Attend online, local and out-of-town assigned meetings and trainings.
- Complete and submit all necessary IPHA AmeriCorps paperwork and reports by pre-determined deadlines.
- Attend all IPHA AmeriCorps trainings including orientation and team trainings.
- Complete all IPHA AmeriCorps required National Days of Service projects.
- Some local and out of town travel required.

IPHA AmeriCorps Position Requirements:

- 18 years of age or older by term of service start date.
- U.S. Citizen, U.S. National or lawful permanent resident.
- Possession of a high school diploma or equivalent or commit to earning one prior to receiving an education award.
- Complete Federal and State criminal background check, Sex Offender Registry check, and DCFS CANTS background check (all provided and coordinated by IPHA AmeriCorps Program)
- Valid Driver's License and proof of insurance; or valid State ID
- Regular and reliable attendance.
- Ability to commit to the 9-month term of service.

Host Site Preferred Qualifications:

- Bachelor's degree in health, science, or human services areas.
- **Preferably French speaking**
- Excellent communication skills, including written, oral, and interpersonal.
- Proficient computer skills (Microsoft Office minimum)

- Strong organizational skills.

Transportation Information:

- Position location is accessible by public transportation.
- Personal vehicle is recommended to get to position location.
- Personal vehicle must be used for Host Site service activities. Mileage will be reimbursed by Host Site.