



***Job Title:*** Community Specialist – Health Promoter

The Community Specialist-Health Promoter is a full-time position responsible for assisting the Health Community Department in various projects. Working with the Community Health Department, the Health Promoter specialist embraces a holistic approach to building personal and community health for Latinos in the Triangle area by addressing the social determinants and building health equity.

***Reports to:*** Health Promotion Coordinator

***Candidates for this position must:***

- GED / High School Diploma.
- Bilingual, Fluent Spanish and English.
- Experience working with the Latino community is desirable.
- Must be creative, energetic, self-motivated, organized and a fast learner.
- Possess great communication and interpersonal skills.
- Ability to work well under pressure, meet deadlines and be detail-oriented.
- Able to work independently and collaboratively on various assignments simultaneously.
- Knowledge of Microsoft Word and Excel
- Valid Driver's License and clean driving record
- Availability to work evenings and weekends

***Duties of the position:***

- Conduct screenings, provide referrals / information about low cost health care services to community members at the Ventanilla de Salud at the Mexican Consulate and Mobile Health Unit.
- Responsible for driving the Mobile Health Unit truck to community-based activities and the Consulate on Wheels, in order to facilitate the latter services to the community.
- Responsible for entering data after each event
- Attend staff meetings, help with data entry and reporting, assist with fund development activities, and represent El Centro Hispano before community members and partner agencies.
- Serve as a liaison between the organization and community members.

This is a full-time salaried position with benefits, such as paid vacation, health insurance, dental, etc.

To apply, send a cover letter and resume/CV to Rubí Morales at [rmorales@elcentronc.org](mailto:rmorales@elcentronc.org)