

## Community Health Worker (West TN)

### About Rural Health Association of Tennessee:

RHA is a 501(c)3 non-profit with the mission to lead the way for a healthy Tennessee through partnerships, advocacy, education, and resources. We are a member-led, staff-driven organization committed to making Tennessee among the healthiest states in America.

### Position Description:

The Community Health Worker (CHW), based at the Huntington, TN Resource Center, will support patients and community members through culturally competent health education, screening for mental health and social needs, and connection to appropriate services and resources. The CHW will report to the Resource Center Manager and work as part of a collaborative team of internal and external partners.

### Position Responsibilities:

- Conduct screenings for mental health and Social Drivers of Health (SDOH) such as food insecurity, housing, and transportation needs.
- Provide health education and coaching to patients on chronic disease prevention, medication adherence, nutrition, tobacco cessation, and other wellness topics.
- Assist patients with scheduling and connecting to telehealth appointments with the LCSW or other providers.
- Serve as a liaison between patients, clinics, and community service agencies.
- Assist with daily operations of the Rural Health Resource Center, including food pantry, diaper bank, health enrollment services and monitor agency email inbox as needed.
- Maintain accurate inventory and documentation of resource distribution.
- Coordinate with clinic-based CHWs to fulfill resource requests and share best practices.
- Collect all monthly CHW reports and provide training and feedback to the clinical CHWs, as necessary to remain in compliance with the grant.
- Participate in and lead community outreach events, workshops, and training sessions.
- Participate in ongoing case reviews and skills development with the LCSW and Resource Center Manager.
- Support the development of best practices, workflows, and training for CHW.
- Become an expert on Tennessee Community Compass to support training, outreach, and onboarding community-based programs into the resource directory.
- Maintain accurate, timely documentation in reporting systems.
- Submit monthly reports to the Rural Health Resource Center Manager and project evaluator.
- Other duties as assigned, such as event planning and administrative support.

### Travel Requirements – Up to 30% Time

- In-State travel is required for RHA's Annual Conference (includes 4 overnights), Regional Events, and All-Staff meetings (includes some overnights)
- Must have a current driver's license, insurance, and ability to travel within the service area.

## Qualifications:

- High school diploma or equivalent required with willingness to complete additional training (Apprenticeship); or associate or bachelor's degree in public health, social services, or a health-related field preferred.
- General knowledge of healthcare and/or social services navigation (making health appointments, making referrals, availability of community resources)
- Currently living in Gibson, Carroll, Benton, Weakley, Decatur, or Henry County.

## Required Skills

- Active listener and critical thinking skills.
- Friendly, with demonstration of excellent interpersonal and communication skills.
- Comfortable with technology such as Microsoft Suite (Outlook, Word, Excel)

## Preferred Skills:

- Knowledge of EHR platforms, telehealth systems, and reporting software.
- Experience speaking in front of small to mid-size audiences.

## Physical Requirements:

- Prolonged periods of sitting at a desk and working on a computer.
- Must be able to lift 20 pounds at times.
- Ability to travel within service area

## Additional Information:

- Starting salary is \$40,000 with a high school diploma or Associates, with an increase to \$45,000 after completing an apprenticeship; \$50,000 with a bachelor's degree and at least 3 years of relevant experience.
- Hybrid position – 3-4 days/week in Huntingdon office and/or Practice Sites
- This is a salaried, exempt position which requires a minimum of 37.5-hour work week (sometimes more), Monday – Friday; some weekends may be required.
- 18 paid holidays, generous PTO based on tenure.
- 100% employee health insurance option, vision; dental, and Teladoc subscription
- \$50/month home office stipend; and a one-time \$500 home office stipend after successful completion of 90-day probationary period

## Application Instructions:

- Interested candidates may submit a via RHA's job board: <https://rhat.mcjobboard.net/jobs>
- All positions are subject to a minimum of a 90-day introductory period, at which time the employee's performance will be reviewed. The probationary period if the employee and/or the employer do not feel they've had sufficient time to learn the position.

RHA is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, sex, sexual orientation, gender identity, religion, national origin, age, protected veteran status, disability status, or any other characteristic protected by law.

All requirements and benefits are subject to change based on funding availability/requirements.