

# TRI-COUNTY HEALTH NETWORK



**Position:** Cultural Navigator  
**Status:** Full-time, salaried position 40+ hours per week  
**To Apply:** Submit Cover Letter & Resume to [info@tchnetwork.org](mailto:info@tchnetwork.org)

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## **JOB SUMMARY:**

The Cultural Navigator will assist in empowering, engaging, organizing, and advocating on behalf of the multicultural population throughout San Miguel County. This individual will serve a key role in the development of Tri-County Health Network's (TCHNetwork's) advocacy and outreach efforts for underserved immigrants, people of color, and San Miguel County's non-English speakers (NES). Responsibilities include community engagement and outreach to the immigrant population, providing support, and linking individuals to identified resources. This position also serves as a referral resource for partner organizations that provide direct services to the immigrant population, offering responsive services to assist affected populations with navigating complex systems of care and local civics.

## **DUTIES AND RESPONSIBILITIES:**

*May include the following, and other duties as assigned.*

1. Outreach to and connect with the target population throughout the county
2. Research and maintain an extensive community resource list so that the target population have a point person to turn to that can refer them to the correct community resources/organizations
3. Undergo extensive training on immigration law and provide linguistically-competent immigration legal services to the area's immigrant population
4. Connect multicultural community members to resources to promote wellbeing, self-sufficiency, health, social engagement, and civic engagement
5. Work with our target population, identify service gaps, and develop solutions to fill those gaps
6. Develop/cultivate cross-referral relationships and actively collaborate with schools, county social services agency staff members, community and faith-based organizations, and other partners throughout the TCHNetwork service area to ensure multicultural population has access to holistic, inclusive, and culturally-appropriate services
7. Document all outreach and engagement efforts in TCHNetwork's tracking system.
8. Coordinate and facilitate the Latino/a Advocacy Committee (LAC) in San Miguel County and oversee the potential expansion throughout the tri-county region
9. Offer capacity building workshops to empower the target population to frame the narrative about equity in the county

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10. Support and coach, as needed, the target population, to be their own advocates and voice their opinions
11. Assist with program outreach that address health equity including SKIPPY/SMILES, LAC, and Behavioral Health programming
12. Administer fund application assistance, eligibility interviews, application support, and necessary follow up
13. Provide general education regarding benefits of Medicaid, CHP+, and/or marketplace insurance and health service delivery to local multicultural populations
14. Successfully complete State of Colorado training to become a Certified Enrollment Assistant / Health Coverage Guide
15. Participate in required trainings, continuing education, and monthly conference calls
16. Keep up to date with social and political current events occurring locally as well as nationally that might affect our target population.
17. Translate Tri-County marketing and promotional materials are translated into Spanish
18. Other duties as required to ensure the success of the program and Network.

### **EDUCATIONAL AND EXPERIENCE REQUIREMENTS:**

- A relevant four-year degree with emphasis in public health, social work, community engagement or other related field
- Two years' direct experience in advocacy or community engagement

### **SKILLS AND QUALIFICATIONS:**

- Passion for community engagement, health advocacy, and community education
- Bilingual and bicultural in Spanish and English
- Fluency in Spanish and English languages, both oral and written
- Excellent verbal and culturally competent communication skills (in person, on the telephone, and through email correspondence).
- Strong public speaking skills
- Demonstrated leadership skills and ability to facilitate meetings producing high quality results
- Proficiency in using the internet with an aptitude for computers and various software including MS Word and MS Excel
- Willingness to work flexible hours (some nights/weekends)



**PERSONAL ATTRIBUTES:**

- Must possess demonstrated ability to relate to individuals and families of varied ethnic, cultural backgrounds, ages, and economic circumstances
- Ability to make new and lasting connections
- Ability to explain and summarize detailed concepts in a culturally appropriate manner
- Ability to maintain client confidentiality
- Ability to work in a fast-paced environment
- Advanced time management abilities
- Strong work ethic, self-motivated, and collaborative style
- Change agent demeanor; must be a flexible thinker, with an ability to quickly adapt to a changing environment
- Ability to work in a variety of environments, including schools, libraries, county offices, among others
- Ability to exercise forethought, to look ahead and anticipate events
- Excellent critical thinking and consultative problem-solving skills

**PREFERRED QUALIFICATIONS:**

- Resident of the community for at least the past 2 years
- Knowledge and previous experience working in/with clinical and/or social service agencies in rural communities
- Experience working with disadvantaged/underserved and multicultural populations
- Basic knowledge of strategic planning methods with an emphasis on events, volunteer programs, and fundraising.

**REQUIRED RESOURCES:**

Valid driver's license with reliable transportation and car insurance, and the ability to travel up to 70 miles, even in inclement weather, to perform duties related to this position.

**LOCATION:**

Telluride, CO. No relocation assistance available