



TOWN OF MANCHESTER



POSITION VACANCY HEALTH EQUITY SPECIALIST

\$60,450

Monday – Friday - 37.50 hrs./wk., 8:00 a.m. – 4:30 p.m.

CLOSING DATE: Friday, September 30, 2022

(Applications must be received in the Human Resources Department by 4:30 p.m.)

NATURE OF WORK: As a member of the Human Services Department and under general supervision of the Director of Health, works with stakeholders to continually investigate and assess the social determinants of health in Manchester. The incumbent of this position will develop and promote programs, strategies, partnerships, and resources that advance the Town's efforts to improve equitable positive health outcomes for Manchester residents.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES: Knowledge of public health and health equity work. Exceptional organizational skills. Excellent written and verbal communication skills. Experience working with racially and culturally diverse populations. Ability to handle difficult and varied situations with the public. Strong organizational and time management skills. Ability to work independently on a variety of assignments. High level of attention to detail. Ability to establish and maintain effective working relationships with co-workers, supervisors, and stakeholders.

MINIMUM TRAINING AND EXPERIENCE: Bachelor's Degree in Public Health, Social Work or a related field required. Bilingual preferred but not required. Suitable experience may be substituted for educational attainment if deemed appropriate by the General Manager or his designee. Experience presenting and facilitating discussions with internal and external stakeholders. Demonstrated capacity in the understanding the social determinants of health and equity centered program planning, both conceptually and in practice. Experience in public health education, community outreach, social services, or other public health services. Valid Connecticut Driver's license

<u>EXAMINATION WILL CONSIST OF:</u>	<u>Parts</u>	<u>Weight</u>	<u>Passing Score</u>
	Oral Examination	100%	70%

APPLICATION INSTRUCTIONS

Applications and job description are available on our website at <https://www.manchesterct.gov/Employment-Opportunities>. Applications must be received in the Human Resources Department by 4:30 p.m. on Friday, September 30, 2022 or must be postmarked by Friday, September 30, 2022. The Town reserves the right to limit the number of applications it accepts. No faxed or e-mailed resumes and/or applications will be accepted.

The Town of Manchester shall not discriminate on the basis of race, color, creed, age, sex, national origin, physical disability or sexual orientation. The Human Resources Department provides reasonable accommodation to persons with disabilities in accordance with the Americans with Disabilities Act (ADA). If you need an accommodation in the application or testing process, please contact the Human Resources Department.

The Town of Manchester is an equal opportunity employer and encourages applications from women, men, minorities, veterans and the disabled.

The above posting is intended as a guide for personnel actions and must not be taken as a complete description of the position or the process.