



### **IMMEDIATE OPENING: Outreach Specialist**

The Health and Welfare Council of Long Island (HWCLI) is a private, not for profit, health and human services planning, research/public education and advocacy organization that serves as the umbrella for public and voluntary agencies serving Long Island's poor and vulnerable individuals and families. HWCLI's mission is *to respond to the needs of Long Island's vulnerable families and individuals ensuring that the voice of the powerless are heard.*

#### **Program/Job Summary:**

HWCLI seeks an energetic, passionate and socially conscious individual to plan and coordinate outreach and advocacy for Long Island's vulnerable and at-risk, including recently arrived immigrants. The position includes working directly with agency partners and school districts to foster partnerships as well as working directly with community members to educate and empower them. Specifically, the position provides education and application assistance related to health and nutrition supports.

#### **Responsibilities:**

- Partner with key community stakeholders, such as: other human service agencies, school districts, pediatricians and other health care providers to create referral systems to connect clients with services
- Plan, coordinate and conduct presentations and workshops targeting school districts and community locations where community members feel safe and have a trusted relationship
- Assist with an active, committed coalition of agencies looking to address needs of recently arrived immigrants
- Assist clients with SNAP (food stamps) information, prescreening and application assistance
- Assist clients with accessing health care information and resources
- Through direct client interaction, inform HWCLI's advocacy and policy work

#### **Key Skill Sets and Requirements:**

- Strong commitment to social justice and HWCLI's mission
- Strong communication and facilitation skills
- High energy, team player
- Excellent organizational skills and attention to detail
- Strong interpersonal skills
- Excellent written and oral communication skills
- The ability to juggle multiple tasks at the same time
- Comfortable working with diverse communities and individuals
- Computer Skills
- Minimum of B.A. or B.S. degree. Significant work experience required
- Vehicle required for travel throughout Long Island

- Must be able to work evenings and weekends
- Bi-lingual (English/Spanish) required
- Attend any regularly scheduled sessions for program information, updates, ongoing training and technical support. Maintain expertise in eligibility and program specifications

**Benefits:**

- Compensation is commensurate with experience
- Flexible Spending Accounts
- Holidays/Vacation/ Sick Time

**Term:** This is a full-time position

**To Apply:** Please send cover letter and resume to [jobs@hwcli.com](mailto:jobs@hwcli.com). HWCLI is an equal opportunity employer.