



SoCal Pacific Islander Community Response Team

Position Description: Community Outreach Assistant

SoCal PICRT's mission is to weave a thriving network of Native Hawaiian and Pacific Islander community-based organizations to holistically support and advocate for the well-being and sustainability of Southern California NHPI communities.

Under the supervision and direction of the Project Manager, the Community Outreach Assistant will work collaboratively with other SoCal PICRT staff to assist with all activities as it relates to Health Outreach, Education, and Systems Navigation to resources with attention on the social determinants of health for Native Hawaiian and Pacific Islander (NHPI) families. This is a project of the Southern California Pacific Islander Community Response Team (SoCal PICRT) working to promote health equity for NHPI communities in Los Angeles County.

Responsibilities:

- Navigate – assistance, linkage, referral – community members through systems and resources as identified for community members.
- Assist in coordinating health outreach, education, and communications strategies to include community newsletter, online seminar, social media, text banking, and website content development and maintenance.
- Assist in coordinating COVID-19 testing sites and vaccination clinics
- Participate in community outreach events addressing social determinants of health, including general health education, mental health, environmental justice, and voter registration
- Assist in developing strategies and processes for resource navigation and coordination.
- Participate in community meetings, events, conferences, and relationship-building activities.

Requirements:

- Understanding of SoCal NHPI communities.
- Understanding of public health, social determinants of health, pipeline building, sustainability, coalition building, and cultural/linguistic-relevance in health equity.
- Experience in community outreach techniques.
- Excellent written and verbal communication skills.
- Works well under pressure and meets tight deadlines.
- Excellent research and computer skills.
- Strategic and creative mindset.
- Ability to multi-task and manage multiple activities concurrently.
- Meticulous attention to detail and organized.
- Must be comfortable working remotely.

Supervision and Training:



- Participate in SoCal PICRT and NHPI community orientation.
- Participate in staff meetings, trainings, and workshops.
- Work independently and follow supervisor(s) directions.
- Attend all required training provided by L.A. Works/ Public Health AmeriCorps and Host Sites specific training.
- Comply with all Public Health AmeriCorps and L.A. Works standards and guidelines.