



A voice and a hub for the Latino community
as we advocate on behalf of our people
and work to achieve social justice.

Health Equity Navigator

Position Title: Health Equity Navigator
FLSA Status: FULL TIME, non-exempt
Department: Human Services Department
Reports to: Daniela Lizarraga
Pay Range: \$28.85/hour

MISSION STATEMENT:

As an organization grounded in the Latino community of Washington State, it is the mission of El Centro de la Raza (The Center for People of All Races) build the Beloved Community* through unifying all racial and economic sectors; to organize, empower, and defend the basic human rights of our most vulnerable and marginalized populations; and to bring critical consciousness, justice, dignity, and equity to all the peoples of the world.

JOB SUMMARY:

Our Systems Navigators serve low income, predominately Latino families, including limited English speakers, immigrants and refugees living in Seattle and throughout South King County. These families have been heavily impacted by the COVID-19 pandemic due to loss of employment, housing, health insurance, childcare, financial instability, and those who are unable to meet their basic needs. As a navigator you will be actively listening to community members; connecting them with resources, providing knowledge on the various systems, and keeping in contact with them to promote a healthy and whole connection. This job description is not designed to contain a comprehensive listing of all regular activities, duties or responsibilities that may be required. Duties, responsibilities, and activities may change at any time with or without notice. Requires a 6-month evaluation period.

ESSENTIAL QUALIFICATIONS:

- Preferred Bachelor's degree with two years of social service background or in place of a BA degree, substituting 5 years of work experience in navigator social service experience.
- Work experience directly serving the community.
- Fluent in English/Spanish

ESSENTIAL FUNCTIONS:

- Outreach to various organizations to keep updated with their resources.
- Promote DOH Care Connect program to the community.
- Enroll patients/community members into the program and properly track in system.
- Keep up to date with latest COVID developments and resources.
- Provide warm hand-offs to participants with other El Centro de la Raza programs.
- Provide meaningful case consultations.
- Coordinate with City, County, and State health networks.
- Ability to produce reports and data collection.

SKILLS/TECHNICAL KNOWLEDGE:

- Computer proficiency, including Microsoft Office Suite, Excel, and Word

WORKING CONDITIONS:

Works in a general office environment at EL Centro de la Raza. Works a minimum of 40 hours per week. May require a flexible schedule. You have the option to work a hybrid schedule, 3 days' work in the office and 2 workdays from home. Staff may choose to work full-time at the office. 🟡

El Centro reserves the right to change any or all conditions under which this position is permitted to work remotely or withdraw permission to work remotely with or without advance notice.

PHYSICAL REQUIREMENTS:

- Ability to sit, walk, stand, bend, squat, climb, kneel, and twist on an intermittent or continuous basis.
- Ability to grasp, push, pull objects such as files, file cabinet drawers, and reach overhead.
- Ability to operate telephone, desktop, or laptop computer.

Equal Employment Opportunity and Accommodation Statement:

El Centro de la Raza provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training. Qualified individuals must be able to perform the essential duties of the position with or without accommodation. A qualified person with a disability may request a modification or adjustment to the job or work environment in order to meet the requirements of the position. El Centro de la Raza will attempt to satisfy requests as long as the accommodation needed is reasonable and no undue hardship will result.

El Centro de la Raza offers the following benefits to full-time/part-time staff:

- Medical and dental insurance with competitive employee and family rates.
- Basic life insurance provided at no cost to employee; option to buy up for additional coverage.
- 401(k) plan with 5% employer contribution; eligible to participants after six months of employment; eligible for employer contribution after first year of employment with El Centro.
- 12 days of sick/safe pay time each calendar year (accrued by pay period); eligible to take accrued leave after 90 days of employment.
- 15 days of vacation accrued by pay period; start accruing upon hire; eligible to take after 6 months of employment plus a floating holiday and birthday off.
- 9 days of paid holidays + 5 days paid time off during the last week of December.
- Employment Assistant Program (EAP) for all employees our EAP offers help with mental health, stress, grief and loss, illness or trauma, relationship conflicts, financial guidance, life adjustments, and more.



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Covid-19 Vaccination Requirement:

This position is subject to the City of Seattle and/or King County requirement(s) for contractors to be fully vaccinated against COVID-19. As a public entity interacting with the public, all our staff must be vaccinated. Failure to submit proof of vaccination will result in the withdrawal of a job offer.

cc HR, personnel file

REV: 01/2023