



COUNTY OF GLENN



Is recruiting for a

COMMUNITY OUTREACH ADVOCATE—Limited Term

DEADLINE TO APPLY

Thursday, December 2nd, 2021

COMPENSATION

\$23.00—\$27.96 Per Hour

New employees should anticipate being hired at the beginning of the salary range.

Plus an excellent benefits package:

General Unit Summary of Benefits

THE SELECTION

PROCESS

Candidates must submit a completed job application, resume and cover letter. Application packets will be screened and candidates considered best qualified will move forward to a competitive examination process, which may include a written exam, practical skills exam, an oral interview, fingerprinting/background check or medical examination process if applicable. Eligible lists are used for Full-Time (40 hrs./wk. with benefits), Part-Time (20-39 hrs./wk. with benefits), and Public Service employee (PSE) temporary (limited benefits).

THE POSITION

This position at the Glenn County Community Action Department works under the general direction from professional, supervisory, or management staff, and does not exercise supervision over staff. This position provides community outreach advocacy services, understands Health Systems, performs prevention, informational sessions, and outreach for at-risk populations; prepares, researches, and presents health system materials; and performs related duties as assigned. This position is a three (3) year limited term position, and is scheduled for forty (40) hours per week.

THE IDEAL CANDIDATE

The ideal candidate will be able to work with sub-contractors, consultants, partners, and community members on various program issues and functions.

WHAT YOU'LL DO

- Plans and conducts community outreach programs, workshops, and discussion groups to promote health education, risk reduction, and healthy behavior.
- Plans, organizes, and coordinates community events; assures compliance with department policies and procedures.
- Develops and gives presentations on programs and studies to providers, local schools, community groups, and state wide audiences.
- Coordinates and facilitates youth activities and awareness programs; provides safe learning environment for adolescents.
- Performs related duties as assigned.

A complete job description and list of duties can be found at www.countyofglenn.net

About Glenn County Glenn County has a population of 29,132 and is located mid-way between Sacramento and Redding in Northern California. Glenn County is primarily an agricultural community with mountains on the west, the Sacramento River bounding the east side and the Interstate 5 corridor taking you through the rich farm land of the County. With over 1,188 farms, agriculture remains the primary source of Glenn County's economy. Major commodities include rice, almonds, milk products, prunes, bees and livestock.

ARE WE A MATCH?

- You are able to present information to clients, patients, and the public.
- You have knowledge of leadership methods and group/team processes and facilitation skills.
- You are able to interact with people of different social, economic, and ethnic backgrounds.
- You have knowledge of community services agencies and other governmental assistance programs.

MINIMUM QUALIFICATIONS

EXPERIENCE:

Two (2) years of clerical or technical experience in behavioral health, public health, administration, or social services environment.

And

EDUCATION:

Equivalent to an Associate's Degree or 60 units from an accredited college or university in Behavioral Health, Health Education, Business Administration, Social Worker, Social Services, drug and alcohol addiction counseling or related field.

IMPORTANT APPLICATION INFORMATION

To apply for this job opportunity, submit a completed County of Glenn employment application packet online at calopps.org or to the Personnel Department: 525 W. Sycamore Street, Willows, CA 95988 by 5:00 P.M., Thursday, December 2nd, 2021.

This recruitment may be used to establish a list to fill future vacancies for the next six (6) months.

Application packets must include the following

- A Glenn County Employment Application
- Transcripts and/or Certificates
- Résumé
- Cover Letter

- The County of Glenn is an Equal Opportunity Employer. Qualified individuals with disabilities who need a reasonable accommodation during the application or selection process should contact the Personnel Department.
- The above information is general in nature and does not constitute an expressed or implied contract. The County of Glenn has the right to rescind this recruitment at any time.