



Outreach and Community Engagement Coordinator

Revised: April 20, 2017

FTE: 15-20 hours

Salary: \$12.00-\$14.00/hour

Reports to: Assistant Director

Availability: Immediately

The bilingual community outreach worker seeks to actively engage Latinos in our region in making sense of problem gambling issues which may affect their lives, and bringing about resources for individual and family healing through empowerment and participation. This is specialized community outreach work focused on particular mental health concerns that tackle problem gambling addiction among Latino community members in Lane County.

Description of Work: The bilingual community outreach worker works cooperatively with project staff to bring about problem gambling information to Latino community members, and contribute to improving people's quality of life. The outreach worker works with individuals, families, or groups to empower them to: (a) identify their needs for problem gambling awareness and education; (b) inform them about free and confidential counseling opportunities at the agency, including the clients' rights and responsibilities; (c) assist them with resource information, and help mobilize them to take appropriate healing action; (d) develop outreach activities to assist people in taking steps to improve their lives.

The community outreach worker acts under the direction and supervision of the Assistant Director. The outreach coordinator is responsible for promoting all services at the agency, increasing referrals to these services, informing about other resources, and conducting follow-up to community members who may have expressed interest in obtaining information about these services. This position requires flexible hours (evenings and weekends), a valid Oregon driver's license, car insurance, and reliable transportation.

Job Responsibilities:

1. In collaboration with project staff, assess the most suitable locations to promote problem gambling counseling services among Latinos in Lane County.
2. Disseminate information to Latinos in Lane County regarding agency services
3. Provide case management services (i.e. referral and follow-up).
4. Document all individual encounters and outreach activities on appropriate forms.
5. Provide problem gambling awareness and education at various community locations.

Tasks:

- Identifying problem gambling counseling needs and issues;
- Promoting community-based resources;
- Enlisting the cooperation of community organizations, local, and state agencies;
- Helping to raise public awareness on issues relevant to problem gambling in the Latino community;
- Providing leadership and coordination of outreach activities;
- Acting as facilitator to promote self-help in the community;
- Networking to build contacts and improving access;
- Developing and conducting outreach strategies;
- Liaising with interested groups and individuals to promote counseling services;
- Recruiting and training volunteer staff to increase outreach activities, if necessary;
- Coordinating and attending outreach meetings and events;



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- Encouraging people's participation in planned activities;
- Performing administrative duties such as reporting individual participation in outreach activities;
- Preparing outreach reports.

Desirable knowledge, skills, and abilities:

1. Ability to establish and maintain effective and cordial working relationships with community members, other employees, state and local agencies, and clients. It may involve frequent and emotionally demanding interactions.
2. Ability to effectively communicate in Spanish.
3. Ability to reach out to community members with tact, and to demonstrate cultural sensitivity.

Education and Experience:

- High School Education or G.E.D. and experience on community outreach work, preferably with exposure to problem gambling related issues.
- Ability to effectively and bilingually communicate (English/Spanish), when appropriate.
- Ability to reach out to community members with tact in order to convey the necessary information to make appropriate referrals and follow-up.
- Ability to establish and maintain effective and cordial working relationships clients, other employees, state and local agencies.
- Ability to perform administrative duties such as data collection and preparing reports.

Contact Information

If you are interest in this position please contact Trevor Whitbread, M.A. Assistant Director at Centro Latino Americano, phone 541-687-2667 x 112 or send your resume by e-mail at twhitbread@centrolatinoamericano.org