



Community Engagement Coordinator

Tobacco-Free Action of Columbia & Greene Counties, a program of the Healthcare Consortium, promotes policy changes that prevent teen smoking and vaping, reduce adult tobacco use, eliminate exposure to secondhand smoke, and change social norms around tobacco. The Program is seeking a self-assured, capable person to work collaboratively in its three-person team as the Community Engagement Coordinator.

The responsibilities of the Community Engagement Coordinator include: strategic planning; providing community education; forming alliances and partnerships with community leaders and organizations; and, advocating with decision-makers. Eligible candidates will have a Bachelor's degree or 3 years of relevant experience. Public speaking and writing skills are essential. Experience in public health, teaching, community organizing, or corporate sales is helpful. Proficiency with social media is a plus.

The position requires some evening & weekend hours and infrequent overnight travel. Candidates must have a car & valid NYS driver's license. The candidate must also have the ability to work at home when necessary. Starting wage for this full-time (35 hrs/wk) non-exempt position is \$22.00/hr (firm) with a rich benefit package.

The Healthcare Consortium's offices, where this individual will spend some of his/her/their time, are located in an ADA-compliant facility and observe COVID-related workplace health and safety protocols.

For a complete Position Description and Employment Application Form, visit <http://www.columbiahealthnet.org/about/employment>. Application packages MUST be received by **April 2, 2021** and include all three of the following to be considered: (1) a completed Employment Application Form, (2) resume, and (3) cover letter. Send to:

The Healthcare Consortium
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Hudson, NY 12534
ATTN: Office Manager
Email: ccchc@columbiahealthnet.org