

Position Title: Community Health Worker--**Vietnamese**
Division: Programs & Education
Reports to: Social Work Supervisor
Status: **Part-time; 20 hours/week** Non-Exempt

General Summary:

The **Community Health Worker** (CHW) is part of a team that helps individuals and families impacted by dementia navigate and access community services and provides information, assistance, and support to encourage and adopt healthy behaviors. The CHW supports providers and Dementia Care Specialist through an integrated approach to care management and community outreach. As a priority, activities will promote, maintain, and improve the health of participants and their families. The CHW provides general information and education about Alzheimer's disease and related dementia(s), community resources and general benefits eligibility, care planning, and advocates for individual and community health needs.

Essential Job Functions:

- Responsible for establishing trusting relationships with participants and their families while providing general support and encouragement.
- Provide ongoing follow-up, basic motivational interviewing, and goal setting with clients and their families.
- Follow – up with participants via phone calls, tele-visits, home visits and visits to other settings where constituents can be found.
- Help participants connect with community resources.
- Exhibit excellent working relations with clients, client families, professional partners and staff members.
- Effectively communicate the mission of Alzheimer's Orange County (AlzOC).
- Work closely with Dementia Care Specialist to help ensure that participants have comprehensive and coordinated care plans.
- Work collaboratively with other clinical personnel assigned to the same client.
- Knowledgeable about community resources appropriate to needs of participants and their families.
- Responsible for providing consistent communication to the Dementia Care Specialist to evaluate patient/family status, ensuring that provided information and reports clearly describe progress.
- Act as a participant advocate and liaison between the client and community service agencies.
- Record client care management information in the constituent management system and other software no later than 24 hours after client contact.
- Attend regular staff meetings, trainings and other meetings as requested.
- Manage assigned caseload of participants.
- Always maintain HIPPA compliance.
- Represent Alzheimer's Orange County at community meetings as assigned.

- Create and manage a Walk 4 Alz team.
- Other duties as assigned.

Minimum Requirements:

- Written and oral fluency in English and Vietnamese required.
- A college degree (Associate's, B.A./B.S) or equivalent work experience in the helping profession preferred.
- Knowledge of mandated reporting guidelines, ability to assess for safety concerns and discuss with Dementia Care Specialist when concerns for elder abuse, neglect or mistreatment may be occurring.
- Familiarity with Alzheimer's disease, other dementias, and caregiving issues.
- Two years professional experience working in a community-based setting preferred.
- Previous experience with customer service preferred (i.e. volunteer work, call center, information and referral).
- Basic computer skills required, experience with an electronic medical record (EMR) preferred.
- Independent ability to get safely to and from community meetings, events and places where constituents gather in a timely manner.
- Knowledge and understanding of the community served; community connectiveness.
- Excellent communication skills, including active and reflective listening and appropriate language and fluency.
- Ability and willingness to provide emotional support, encouragement, and motivation to constituents.
- Ability to represent the Alzheimer's Orange County in a professional manner.
- Ability to work occasional evenings and weekends.

The job profile in no way states or implies that these are the only duties to be performed by the jobholder. The employee will be required to follow instructions and perform other duties as requested by his/her supervisor or manager. This is not meant to be an exhaustive list of job duties. Essential elements may change when necessary.

Alzheimer's Orange County is an equal employment opportunity employer and strives to comply with all applicable laws prohibiting discrimination based on race, color, creed, sex, age, national origin or ancestry, physical or mental disability, veteran status, marital status, medical condition, sexual orientation (gender identification), as well as any other category protected by federal, state, or local laws.

The employee or the Organization may terminate employment at the Organization for any reason, with or without cause or notice, at any time. Nothing in any oral or written statement shall limit the right to terminate employment at will. No Supervisor or employee

of the Organization shall have any authority to enter into an employment agreement – express or implied – with any employee providing for employment other than at will.

To apply: all applicants **MUST** submit a cover letter and resume to be considered for this position. Please send all documents to alzoc.hr@gmail.com.