



## **Community Outreach Advocate Healthy Homes Outreach**

The Coalition to End Childhood Lead Poisoning seeks a community outreach and education professional to perform community education, training, advocacy and organization projects for the Coalition's Maryland-based Healthy Homes and Lead Poisoning Prevention programs. Essential duties of this position include but are not limited to:

- Build community and stakeholder partnerships to promote prevention education
- Conduct trainings on lead poisoning prevention and Healthy Homes issues related to Asthma, and other home-based environmental health issues. Link Coalition Services to target audiences.
- Develop or Update training modules and presentations as needed;
- Coordinate, and/or attend outreach activities such as community forums, fairs, and festivals to provide information, build support, and network;
- Develop and sustain Volunteer Advocate Programs;
- Organize and conduct key outreach programs such as the annual Lead Safe Calendar Art Contest;
- Lead Poisoning Prevention Awareness and Healthy Home Awareness Programs, Community Health Leaders Program;
- Organize support for policy and program initiatives including letter writing and rallies;
- Maintain accurate records of events, reach, contact information, etc. in Access Database;
- Support broad mission and policy efforts and initiatives of the Coalition.
- Activities may entail planned night or weekend meetings. Flexible time and schedules related to position needs.
- Other duties as assigned related to organizational mission and programs.

### **Requirements**

- Highly proficient bilingual (English/Spanish) speaking, reading and writing skills are required;
- Bachelors or advanced degree in Public Health, Communications/Marketing, Social Work, Health, or relevant field;
- A minimum of two years experience in a relevant field;
- Excellent written and oral presentation skills;
- High proficiency in Microsoft Office Suite;
- Candidate must have own vehicle for transportation;
- Experience in Environmental Health, Healthy Homes, Child Advocacy, or Public Health a plus;
- Experience in grassroots advocacy, organizing efforts or volunteer recruitment and management;
- Professional, positive work ethic to make a difference.

This is a full-time, exempt position coordinating organizational efforts to increase reach to the Hispanic and Latino Communities. Position includes full benefits package and competitive salary commensurate with experience. The Coalition is an equal opportunity employer. More information about the Coalition is available at [www.lead-safe.org](http://www.lead-safe.org).

Interested candidates must send resume, three references, and cover letter, including salary history to the Coalition's Department of Human Resources at 410-534-6475 (fax).

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