**Health Equity Coordinator**

Denver Public Health hiring a Health Equity Coordinator. You must apply at denverhealth.org. Use the Req # 52030.

If you have questions, contact **Jessica Forsyth at** [**Jessica.forsyth@dha.org**](mailto:Jessica.forsyth@dha.org)**.** The position will close on November 6th.

**Job Summary**

Under minimal supervision, provides expertise and leadership to support department health equity initiatives internally and within the community. Develops and communicates the strategic vision and scope for health equity work and cultivates inclusion practices. Develops and implements a framework with community partners to address the social and economic factors that impact health. Collaborates with leadership to develop, implement, and evaluate department-level health equity initiatives. Leads the Health Equity Committee and provides technical assistance such as education, training, and facilitation. Coordinates efforts with Office of the Director staff to strengthen and advance shared departmental goals.

Ideal candidate will have had lived experience and/or success in working with diverse communities and experience in public health, governmental, or organizational practice **where health equity initiatives were successfully implemented.**

**Knowledge, Skills and Abilities Needed**

1. Strong skills and abilities in verbal and written communications; ability to adapt communication style to fit diverse audiences of varying technical levels, and at various levels within an organization, in groups and individual settings.
2. Excellent organizational skills; the ability to set, track, and accomplish priorities, goals, and timetables to achieve maximum productivity, knowing the status of activities at all times.
3. Critical thinking; ability and motivation to develop creative solutions to complex, interpersonal, process, and systemic challenges.
4. Initiative & self-management; the passion and ability to dive into the work and accomplish tasks within established timeframes.
5. Self-efficacy, flexibility and adaptability; high tolerance for ambiguity, and ability to adapt to changes in work environment and manage competing demands.
6. Strong sense of professionalism, including a strong work ethic and reliability.
7. A wide degree of creativity and leadership is expected.
8. Demonstrated ability to engage diverse community stakeholders and facilitate progress.

**Essential Duties and Responsibilities**

1. Researches appropriate evidence-based strategies to design department-wide health equity training as well as individualized coaching for key leadership staff.
2. Mentors, trains, and educates department leadership and staff on health equity theory and practice to build agency capacity to identify and address health, racial, and social inequities.
3. Leads the Health Equity Committee to further build staff capability to achieve department health equity goals.
4. Creates common understanding of root causes of and solutions to health, racial, and social inequities.
5. Develops, implements, and evaluates health equity action plans with each strategic area.
6. Ensures programs, practices, and services are inclusive from funding through implementation phase.
7. Serves as the principal resource and advisor for all matters concerning health equity within the department.
8. Collaborates with Office of the Director staff to identify opportunities to advance policies that promote health equity, incorporate communication about health inequities in and across public health programs and functions, and utilize performance management and quality improvement strategies to evaluate, monitor, and report on goals and outcomes of organizational health equity initiatives.
9. Builds and maintains relationships with community partners, healthcare partners, and coalitions/associations.
10. Identifies opportunities for collaboration and leverages relationships to promote and support department health equity initiatives.
11. Ensures health equity work at Denver Public Health aligns with health equity initiatives of Denver Health Utilizes selected framework to guide assessment and improve community partnerships.
12. Seeks out, designs, and writes grant applications to advance programming.
13. Identifies opportunities to promote and advocate for health equity work on behalf of Denver Public Health.

**Additional Information**

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| **Must-haves** | **Nice-to-haves** | **Not-haves** |
| **Leading and deciding**   * Makes inclusive and goal-oriented decisions to promote an equitable culture. * Articulates a clear vision of how to operationalize health equity within a health department- while understanding the fluidity and changing nature of the work. * Lived experience and/or success in working in diverse communities. * Demonstrated ability to lead a diverse group of stakeholders to action * Takes responsibility for executions of actions, projects and people * Motivates and trains staff to integrate health equity across the department.   **Relationship-building**   * Supports and promotes health equity * Works well with competing priorities of different stakeholders, convene groups to achieve action * Demonstrated ability to form relationships with strategic partners, e.g., government agencies, non-profit agencies, schools, and business and faith-based communities   **Project management skills**   * Stays on top of multiple projects without dropping any balls * Communicates when overwhelmed * Utilizes skill of committee members to help further the work * Plans backwards and anticipates obstacles, uses resources wisely   **Professional speaking skills**   * Able to present in front of groups and communicate effectively * Demonstrated ability to speak effectively and professionally in public to a variety of audiences * Communicates clearly on health equity and is willing to have difficult conversations   **Writing skills:** good enough to send professional e-mails, write grants & reports. | * Familiarity with local community (Denver County) * Self-awareness, understanding their strengths and weaknesses in equity * Creative ability to see through current culture and a vision for changing it to one that is inclusive for all * Awareness of power and power analysis and power sharing. * Demonstrated ability to connect the logistics of the work to the bigger picture through storytelling and speaking from the heart. | No articulation of inequities and how they impact populations  Rigid mentality  Inability to have vision and creativity to advance health equity  Inability to fully describe experience with diverse populations |