

Job title	<i>PDHC Community Health Advocate</i>
Reports to	<i>Director of Client Services</i>
Hours	<i>40 hours/week</i>

Job Purpose

The Community Health Advocate's role is to improve health outcomes of women during pregnancy and infants early in their development to reduce pregnancy complications, infant mortality rates, and maternal mortality rates. The Community Health Advocate is a support to increase clients' usage of preventative care, enhance provider-patient communication, monitor adherence to treatment, and provide a link between patients and their health and social services.

Staff Supervision

This position will not be responsible for any staff supervision but will have volunteer supervision duties as needed.

Essential Duties and Responsibilities

- Maintain proficiency in the L.O.V.E approach and provide direct client care accordingly.
- Conduct initial follow-up from Center appointment with client to review any instructions provided by the nurse and assess what other needs the client has.
- Assist clients, as needed, with help enrolling in Medicaid, finding an OB/GYN, scheduling prenatal care appointments, as well as securing transportation, housing, food, clothing, treatment for addiction or other conditions that impact their health such as diabetes or high blood pressure.
- Facilitate communication and coach women to contact health care providers and social service systems.
- As needed, ensure clients receive a crib and other material aid.
- Provide postpartum care through evaluations, connection with lactation consultant, connecting client to WIC services, and referring client to Help Me Grow.
- Increase awareness among clients of potentially dangerous conditions and increase their awareness of available services in the community.
- Personalize interventions that address socioeconomic determinants of health in each home.
- Perform client screening and monitoring before and after birth to counter pre-term births and maternal and infant morbidity.
- Document client care services by charting in client and department records.
- Possess a thorough understanding of community resources for client referrals.
- Participate in annual training events.
- Answer phones, voice mail, written and email inquiries in a timely manner.
- Maintain a pleasant work environment, ensuring high levels of organizational effectiveness, communication, and safety.

- Provide whole person care, including spiritual care from a Christian view, as well as pro-life and chastity affirming principles.
- Perform all other duties as assigned.

Qualifications

- Experience in social work or related field preferred.
- Life-affirming crisis intervention counseling experience/training preferred.
- Proven ability in administration, preferably in a medical environment.
- Pro-life convictions and heart-felt desire to represent and live out the policies and principles outlined in the PDHC mission statement, the Employee Commitment statement and the Employee Manual.
- Attests commitment to the Christian faith by the Nicene Creed and participates in local church.
- Experience in a non-profit organization preferred.
- Initiative and creativity with the desire to work on a team.
- Experience and sensitivity in working with individual from diverse cultural backgrounds.
- Flexible and adaptable during change and crisis.
- Outgoing personality with excellent oral and written communication skills.
- Proficient computer skills.

Working conditions

This position requires attendance at some evening and weekend events as well as working with various denominations and multicultural clients.

Physical requirements

This position may require standing for extended periods of time and lifting up to 40lb. objects on an as needed basis.

Approved by:	
Date approved:	