

# eliminating racism empowering women

# ywca

Central Massachusetts

Position:	Community Engagement Specialist
Accountability:	Director of Wellness and Health Equity
Hours of Work:	Part-Time 25 Hours per Week
Hourly rate:	\$18.00
Location:	Worcester
CORI Required:	No

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## About the YWCA Central Massachusetts

For more than 125 years, the YWCA Central Massachusetts has served as a life-long positive force for women and girls, their families and communities. By leveraging the reach, power and passion of our members and supporters, we have created lasting change.

The YWCA Central Massachusetts offers a wide range of programs, including early education & care; domestic violence services; career assistance; healthy lifestyle promotion. Our services strengthen women and girls in the community, helping them to realize their full potential.

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## General Function:

The community engagement specialist will act as the outreach coordinator of the CHNA, both in conducting community engagement personally and in coordinating outreach and engagement by and for partner agencies. This person must be comfortable and professional in conducting focus groups and key informant interviews, as well staffing community events to collect and disseminate information.

## Responsibilities:

Reporting to the Director of the Coalition for a Healthy Greater Worcester, with guidance from the chairs of HGW, this individual will

- Participate in coordination of ongoing community engagement throughout the Greater Worcester Public Health District.
- Attend and take minutes of assigned HGW meetings, including workgroups, subcommittees and Steering Committee.
- Staff Community Health Assessment (CHA), Community Health Improvement Plan (CHIP), and other HGW meetings, conduct focus groups and key informant interviews as needed and as identified by the co-chairs.
- Serve as connection between groups, facilitating communication within the Coalition.
- Coordinate communications for the broad membership of the CHNA, maintaining a community-wide distribution list for the aggregation and dissemination of relevant community health information such as events, funding opportunities and trainings.
- Plan and promote outreach activities to increase diverse participation in subcommittees, Steering Committee and general membership.

- Build and maintain networks among agencies, grass-roots groups and residents to facilitate implementation of preventive and community-based research and intervention efforts.
- Coordinate the Worcester Partnership for Racial and Ethnic Health Equity, including scheduling, taking minutes, updating website and managing communications.
- Assist with the creation and implementation of a communications and marketing plan, including the creation and updating of a HGW web page, a social media plan and representation at outreach events.

**Qualifications:**

- Bilingual individuals and individuals indigenous to Worcester preferred.
  - Ability to relate to diverse populations related to race & ethnicity, health, education, income and power
  - Experience and ability to work with community groups and volunteers
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**How to apply:**

If you are interested in applying for the above position please send resume to:

Email: [HR@ywcacentralmass.org](mailto:HR@ywcacentralmass.org)

Fax: Human Resources at 508-754-0496

Mail: YWCA Central Massachusetts  
Attn: Director of Human Resources  
1 Salem Square  
Worcester, MA 01608-2090

The YWCA Central Massachusetts is an Affirmative Action/Equal Opportunity Employer.