



AmeriCorps



MEMBER POSITION TITLE: Health Navigator

HOST SITE: World Relief Wisconsin. The member will support the World Relief Wisconsin offices located at World Relief Oshkosh office site (545 Monroe St., Oshkosh, WI 54901); time will also be spent at the World Relief Appleton office site (510 E. Wisconsin Ave., Appleton WI 54911). This position will be an in-person position.

OVERVIEW: The Health Navigator will support World Relief Wisconsin's health services team to extend the reach and scope of providing mental health support to refugee and immigrant clients through direct implementation and through the development of curriculum and resources that will benefit refugee and immigrant clients long-term.

This position is in partnership with the Be Well Fox Valley AmeriCorps Program. To learn more about the Be Well Fox Valley AmeriCorps Program, please visit our website at: <https://bewellfoxvalley.org/> and click on the "AmeriCorps" tab. To learn more about AmeriCorps, please visit <https://americorps.gov/>.

DESCRIPTION OF DUTIES AND RESPONSIBILITIES:

- Support the health services team through direct implementation and oversight of mental health screenings
- Create curriculum and resources to benefit refugee and immigrant clients with health education
- Complete home visits with clients to provide an overview of the Refugee Medical Screening (RMS) process
- Build relationships with clients for follow-up visits and support with administering an initial mental health screener, known as the Refugee Health Screener-15 (RHS-15)
- Facilitate referrals to mental health providers, follow up with clients who have identified needs or concerns, and implement scheduled follow-up screenings
- Contribute to the development and provision of pharmacy education to refugees and immigrant clients
- Support other World Relief programs during high arrival seasons through transportation and client interaction
 - Support the Reception and Placement program during busy seasons with assistance in driving clients to and from initial health screenings and the pharmacy, and in providing educational home visits for those client arrivals with health conditions that may need further explanation of their diagnosis
 - Utilize World Relief and the state of Wisconsin's databases for client notes and enrollment work for programs (training for health-related case management and assistance will be provided for this position)

AmeriCorps-components (in addition to the duties and responsibilities listed above):

- Attend and participate in BWFV AmeriCorps program trainings on a variety of topics, including program orientation all-member team training and networking opportunities, Public Health AmeriCorps CDC Train virtual training series, community service projects, etc. These trainings occur through a combination virtual and in-person.
- Complete AmeriCorps paperwork, such as monthly reports, feedback surveys, etc.
- Community outreach around health and wellness topics and objectives
- Deliver community based programming around health and wellness topics and objectives

QUALIFICATIONS/SKILLS/EDUCATION/EXPERIENCE:

- Outstanding organization, time management, and communication skills
- Attentive to details
- Demonstrate ability to be a team player and collaborate with a diverse group of people

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- Have a valid driver's license and clean driving record
- Have a vehicle available to drive for work-related purposes.
- Preferred language abilities in Swahili, Kinyarwanda, Dari, or Arabic. The member would have access to a telephonic interpreter system through World Relief, as needed.
- Be 18 years or older at the beginning of their service
- Hold a high school diploma or equivalent
- U.S. Citizen, U.S. National, or Lawful permanent resident alien of the U.S.
- Complete and pass an AmeriCorps-required background check

OTHER INFORMATION:

- **Member Term of Service:** The Member's service term will start on 1/2/2025 and end on 8/31/2025. There's flexibility with the position start date, however the position must start within the time period of 1/2/2025-1/13/2025.
- **Time Requirements:** The member is expected to serve 1200 hours, which averages 35-40 hours/week during the service term period.
- This position will be an in-person position. The member will support the World Relief Wisconsin offices located at World Relief Oshkosh office site (WI 54911 and 545 Monroe St., Oshkosh, WI 54901); time will also be spent at the World Relief Appleton office site (510 E. Wisconsin Ave., Appleton).
- Members will receive a gross living allowance while serving, which is paid on the 15th and last day of each month. The gross living allowance amount will be \$1,014.75 per pay period (the amount listed is before tax deductions). Please note, there will not be an additional hourly wage or salary.
- Segal Education Award upon successful completion of hourly requirement described in *Time Requirements*: The Education Award amount for this position is \$5,176.50. Please note, this education award is an electronic transfer to either your educational institution, federal loan provider, etc. Members will not receive the education award via direct payment (such as check, cash, etc.).
- Member positions that average 35-40 hours/week are eligible for health, dental, and vision insurance
- Forbearance on qualified student loans while serving and interest accrual payments.

CONTACT INFORMATION AND APPLICATION DUE DATE:

- Please submit a resume and cover letter to Amanda Ross, AmeriCorps Program Director at Amanda.ross@unitedwayfoxcities.org.
- Application materials will be accepted until the position is filled.

In compliance with state and federal laws, BWFV, BWFV AmeriCorps, and BWFV AmeriCorps partner agencies do not unlawfully discriminate against any individual on the basis of race, color, national origin, gender, age (40 and over), religion, sexual orientation, disability (mental or physical), gender identity or expression, political affiliation, marital or parental status, pregnancy, reprisal, genetic information (including family medical history), or military service. This applies to all BWFV AmeriCorps staff and service positions. For more information, please view AmeriCorps' Program Civil Rights and Non-Harassment Policy, which can be found on the links below:

- <https://www.americorps.gov/about/agency-overview/civil-rights>

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- <https://www.americorps.gov/sites/default/files/document/AmeriCorps-Civil-Rights-Workforce-Diversity-Policy-2023-11-14-508.pdf>