

County of Santa Cruz

INVITES YOU TO APPLY FOR:

COMMUNITY HEALTH WORKER II

Bilingual (English/Spanish) Candidates
Encouraged to Apply

Supplemental Questionnaire Required

Open and Promotional
Job # 24-NW5-01

Salary: \$4,661 – 5,871 / Month

Closing Date: Friday, May 17, 2024



THE JOB: Under supervision, to provide nonprofessional nursing services in community clinics and schools; and to do other work as required. **The eligible list established from this recruitment will be used to fill current and future vacancies during the life of the eligible list.**

County Equity Statement

*Equity in action in Santa Cruz County is a transformative process that embraces individuals of every status, providing unwavering support, dignity, and compassion.
Through this commitment, the County ensures intentional opportunities and access, fostering an environment where everyone can thrive and belong.*

THE REQUIREMENTS: Any combination of training and experience that would provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

One year of experience equivalent to a Community Health Worker I in Santa Cruz County or in a related health agency or institution. Community Health Worker I duties may include: Assists in clinics, such as: general medicine, family planning, immunization, child health in preparation of patients for examination; sets up clinic rooms, vision room and hearing test rooms; prepares patient history; takes height and weight information; assists in administering a variety of tests; enters information on charts; orders and maintains supplies; assist the physicians and patients; under supervision, may participate in school health education projects; record and maintains charts, records and statistics and screens individuals and interviews patients.

Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060

Apply online at: www.santacruzcountyjobs.com

EQUAL OPPORTUNITY EMPLOYER



Special Requirements/Conditions: License Requirement: Possession and maintenance of a valid California Class C Driver License or the ability to provide suitable transportation that is approved by the appointing authority, is required for some positions.

Knowledge: Working knowledge of nonprofessional nursing care and techniques. Some knowledge of clinic organization and basic clerical practices or procedures.

Ability to: Provide basic nonprofessional nursing services in clinics and patient's homes and assist medical staff in performance of patient care duties. Maintain patient records and other medical and administrative records.

THE EXAMINATION: Your application and supplemental application will be reviewed to determine if you have met the education, experience, training and/or licensing requirements as stated on the job announcement. If you meet these criteria and are one of the best qualified, you may be required to compete in any combination of written, oral and/or performance examinations or a competitive evaluation of training and experience as described on your application and supplemental application. You must pass all components of the examination to be placed on the eligible list. The examination may be eliminated if there are ten or fewer qualified applicants. If the eligible list is established without the administration of the announced examination, the life of the eligible list will be six months and your overall score will be based upon an evaluation of your application and supplemental application. If during those six months it is necessary to administer another examination for this job class, you will be invited to take the examination to remain on the eligible list.

HOW TO APPLY: Apply online at www.santacruzcountyjobs.com or mail/bring an application to: Santa Cruz County Personnel Department, 701 Ocean Street, Room 510, Santa Cruz, CA 95060. For information, call (831) 454-2600. Hearing Impaired TDD/TTY: 711. Applications will meet the final filing date if received: 1) in the Personnel Department by 5:00 p.m. on the final filing date, 2) submitted online before midnight of the final filing date.

Women, minorities, and people with disabilities are encouraged to apply. If you have a disability that requires test accommodation, please call (831) 454-2600.

To comply with the 1986 Immigration Reform and Control Act, Santa Cruz County verifies that all new employees are either U.S. citizens or persons authorized to work in the U.S.

COMMUNITY HEALTH WORKER II - SUPPLEMENTAL QUESTIONNAIRE

The supplemental questions are designed specifically for this recruitment. A response to these questions must accompany the regular application to be considered for this position. Applications received without the required supplemental information will be screened out of the selection process.

NOTE: Please answer the question(s) below as completely and thoroughly as possible, as your answer(s) may be used to assess your qualifications for moving to the next step in the recruitment process.

1. Describe any experience you have in outreach, health promotion and/or linking individuals to resources. Include experience you have working with patients in individual, group, and/or community settings.
2. Describe any experience you may have working with people experiencing homelessness, reproductive care questions, mental health, and substance use disorders.
3. Describe your experience with case management and retention.

EMPLOYEE BENEFITS:

ANNUAL LEAVE - 22 days first year, increasing to 37 days after 15 years of service. Available for vacation and/or sick leave.

HOLIDAYS - 14 paid holidays per year.

BEREAVEMENT LEAVE - 3 days paid in California 5 days paid out-of-state.

MEDICAL PLAN - The County contracts with CalPERS for a variety of medical plans. For most plans, County contributions pay a majority of the premiums for employees and eligible dependents.

DENTAL PLAN - County pays for employee and eligible dependent coverage.

VISION PLAN - County pays for employee coverage. Employee may purchase eligible dependent coverage.

RETIREMENT - Pension formula 2% at age 60 or 2% at age 62 as determined based on provisions of the CA Public Employees' Pension Reform Act of 2013(PEPRA). Pension benefit determined by final average compensation of three years. County participates in Social Security.

LIFE INSURANCE - County paid \$20,000 term policy. Employee may purchase additional life insurance.

DISABILITY INSURANCE - Employees in the General Representation Unit participate in the State Disability Insurance (SDI) program. This program is funded 100% by employee payroll deductions.

DEPENDENT-CARE PLAN - Employees who make contributions for child or dependent care may elect to have their contributions made utilizing "pre-tax dollars."

H-CARE PLAN - Employees who pay a County medical premium may elect this pre-tax program.

HEALTH CARE FLEXIBLE SPENDING ALLOWANCE (HCFSA) - Employees may elect this pre-tax program to cover qualifying health care expenses.

DEFERRED COMPENSATION - A deferred compensation plan is available to employees.

Note: Provisions of this bulletin do not constitute an expressed or implied contract.