

WALLA WALLA COUNTY

P.O. Box 1506 □ Walla Walla, Washington 99362
Phone: (509) 524-2600 Fax: (509) 524-2603

EMPLOYMENT OPPORTUNITY

Community Health Department

Position: Program Assistant-Community Engagement
Wage: \$15.20 per hour
Location: Community Health Department
Employment Type: Part-time (20 hrs./wk.) position, Grant funded through December 31, 2021

Closes: Open until filled

Job Summary: Will play a key role in organizing, planning, and strategizing around youth and young adult engagement. This position is responsible for all aspects of youth engagement, including recruiting, coaching, and coordinating advocacy efforts to positively lift and strengthen the voices of young people in community efforts. Provides assistance to program coordinators in the implementation of community-based programs and serves as the liaison between the Department of Community Health (DCH) and youth participants.

Working Conditions: Working environment includes activities in multiple community venues. Physical abilities required for this position are ones typically related to office operations, sitting, standing, bending, reaching, and lifting up to twenty (20) pounds. Manual dexterity and visual acuity to operate computers, other office equipment, accessing of file cabinets both on and off site, and sufficient hearing and speech ability to communicate verbally.

Minimum Qualifications: High school diploma or GED required OR become enrolled in a GED program within 30 days of hire date and complete the GED program within one year of hire date. An associate degree or equivalent is preferred. Young adult (ages 18-26), preferred but not required. **Must be a current or former foster youth (foster care/kinship care/group care/residential treatment) or have experienced homelessness.**

Application: Human Resources Department, 314 W. Main Street, Room 216, Walla Walla, WA, or visit our website at www.co.walla-walla.wa.us to apply online. Human Resources, PO Box 1506, Walla Walla, WA 99362, fax (509)524-2603, voice (509)524-2600 or email hr@co.walla-walla.wa.us ***The Department of Community Health is committed to actively creating racial equity and eliminating the impact of intersectionality by embodying the changes we want to see in our work. Applicants are required to include a statement regarding how they would support and further this goal in their cover letter.***

SELECTION IS BASED ON QUALIFICATIONS, BACKGROUND CHECK, DRIVING RECORD CHECK, AND ORAL INTERVIEW.

EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER / ADA COMPLIANT