

Title: Lead COVID Connector

Reports To: Latino Family Center Program Director

Statement of Job: Under the general supervision of the Latino Family Center Director, the COVID Community Connector will work with the COVID Canvassing Pilot Project. The Lead Connector will coordinate the community outreach and canvassing of neighborhoods, schedule the Community Coordinators, volunteers and coordination of transportation with City of High Point. Management style and work ethic must be consistent with the mission of the YWCA.

Mission Statement

The YWCA High Point is dedicated to eliminating racism and empowering women and promoting peace justice, freedom and dignity for all.

Qualifications:

1. Graduation from high school
2. Strong oral and written skills
3. Good driving record
4. Flexibility and sensitivity with multi-cultural group
5. Professional image
6. Strong organizational and scheduling skills
7. Sound judgment, initiative and independent thinking
8. Reliable transportation
9. Ability to train, delegate and supervise volunteers
10. Ability to relate to all members of the community
11. Flexibility in schedule. Must be able to work weekends and afternoons.
12. Being bilingual (particularly in Spanish) is a plus.

Physical Requirements:

1. Auditory ability to respond to critical incidents
2. Ability to observe staff effectiveness, enforce appropriate safety regulations and emergency procedures and apply appropriate behavior management techniques
3. Physical ability to operate emergency exits and perform emergency procedures
4. Ability to participate in activities and help all participants experience success
5. Ability to be standing up for long periods of time
6. Ability to lift 15 pounds

Principle Responsibilities:

1. Daily check-in Team meetings to set daily goals.
2. Meet with supervisor to review procedures, report issues or concerns, and receive updated instructions
3. Filling out and turning in short online and papers forms.
4. Communicating with current and potential community members about the COVID Vaccine.

Title: COVID Community Connector

Reports To: Lead COVID Community Connector

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Mission Statement

The YWCA High Point is dedicated to eliminating racism and empowering women and promoting peace justice, freedom and dignity for all.

Qualifications:

1. Graduation from high school
2. Strong oral and written skills
3. Good driving record
4. Flexibility and sensitivity with multi-cultural group
5. Professional image
6. Excellent written, oral and presentation skills
7. Sound judgment, initiative and independent thinking
8. Reliable transportation
9. Ability to train, delegate and supervise volunteers
10. Ability to relate to all members of the community
11. Flexibility in schedule. Must be able to work weekends and afternoons.
12. Being bilingual (particularly in Spanish) is a plus.

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