

BILINGUAL HEALTH AIDE - COVID RESPONSE AND RESILIENT COMMUNITIES



Job Title:	Bilingual Health Aide (BHA) - COVID RESPONSE AND RESILIENT COMMUNITIES
Reports to:	Assigned supervisor at deployment site & Community Health Worker Liaison
Status:	Non-Exempt
Employment Type:	Full-Time
Location:	Statewide - Hawai'i

About Hawai'i Public Health Institute

Hawai'i Public Health Institute (HIPHI) is a nonprofit organization established in 1996 as the Coalition for a Tobacco-Free Hawai'i to address the high rates of tobacco use in Hawai'i. In 2012, the organization moved from a singular focus on tobacco issues to a broad public health mission. Today, HIPHI's mission is to advance the health and wellness of the people and islands of Hawai'i by:

- Expanding understanding of what creates health of people and place, embracing upstream social, cultural, and environmental factors;
- Fostering partnerships among public health, health care, and other diverse sectors to improve health and wellness; and
- Cultivating programs including education, advocacy, research, capacity building and training—to improve policies, systems, and the environments where people live, learn, work, age, and play.

HIPHI's advocacy and programmatic work spans multiple issue areas, including oral health, food and agriculture, nutrition and physical activity, tobacco control and prevention, transportation and public safety, and environmental health. HIPHI has become a go-to organization for public health advocacy, education, organizing, capacity building, and technical assistance.

Position Summary

Bilingual Health Aides (BHAs) will address health education in underserved and non-English speaking communities. Areas to be addressed include, but not limited to, COVID-19 response and outreach, reducing the burden of chronic disease, and other public health prevention efforts. These positions will be working to serve as a translator to facilitate communication with monolingual, non-English speaking members of the community. Positions may be deployed to community organizations partnering with HIPHI to address public health and equity, including but not limited to COVID-19 response and outreach, reducing the burden of chronic disease, and other public health prevention efforts.

HIPHI seeks to hire and deploy trained BHAs to work with partnered organizations under the CDC-RFA-DP21-2109: Community Health Workers for COVID Response and Resilient Communities (CCR) project, which seeks to support coronavirus aid, relief, and economic security through training and deployment of Community Health Workers (CHWs) and BHAs to response efforts and by building and strengthening community resilience to fight COVID-19 through addressing existing health disparities across Hawai'i.

BHAs will work directly with CCR partners to:

1. Address the needs of those at highest risk for poor health outcomes, including those resulting from COVID-19;
2. Provide education regarding COVID-19 and other health issues and social service supports to the Native Hawaiian, Island Pacifiers, and Filipino (NHPIF) populations; and
3. Provide referrals to support services for individuals in NHPIF populations.

CDC-DP21-2109 CCR organizations include:

- [Catholic Charities](#), O'ahu, 1822 Ke'eaumoku Street, Honolulu, HI 96822
- [Hawai'i Public Housing Authority](#), O'ahu, 1002 N School Street, Honolulu, HI 96817
- [Healthy Mothers Healthy Babies](#), O'ahu, 245 N Kukui Street, Suite 102A, Honolulu, HI 96817
- [KTA Super Stores](#), Hawai'i Island, 50 E. Puainako Street, Hilo, HI 96720
- [Maika'i Health](#), Hawai'i Island, 670 Ponahawai Street, Suite 206, Hilo, HI 96720
- [Mauliola Pharmacy](#), Maui, 95 Mahalani Street, Rm 28-4, Wailuku, HI 96793

Please select which organization(s) you are interested in working with on the application form.

Essential Duties and Responsibilities

BHAs will act as liaisons between partners, service providers, and community members to facilitate access to services and improve the quality and cultural competence of service delivery.

This may include, but is not limited to:

- Access to medical care
- Chronic disease management
- COVID-19 vaccination access
- Digital literacy
- Food access support
- Lifestyle interventions
- Mental health support

BHAs will play an integral role in weaving together wraparound services to improve health outcomes among those at greatest risk for severe COVID-19 illness and other chronic diseases.

Specific duties for each organization may include but not limited to the following:

- **Catholic Charities** - BHAs will be part of our senior intake and benefits enrollment center. BHAs will answer calls from the external community, provide information about our senior services, and refer callers to the appropriate services and/or resources. They will also be part of our Benefits

Enrollment Center to assist Medicare beneficiaries enroll in various government and private benefits such as SNAP, Medicaid, SSI/SSDI and many others. During the benefits enrollment work, BHAs will be involved in COVID-19 health screenings before in-person appointments, provide educational materials about COVID-19 and recommend vaccination options. They may assist clients in making vaccination appointments and arrange for transportation to and from vaccination appointments.

- **Hawai'i Public Housing Authority** - BHAs will evaluate the needs of our residents regarding health, social, education, recreation, employment and family relations and will provide assistance in securing services and programs to meet their needs.
- **Healthy Mothers Healthy Babies** - On top of COVID-19 work, BHAs may assist our team wherever their skills can be provided, helping with community events and program support. This may include offering 24-hour telehealth access, additional pediatric and adult vaccinations, lab testing, and education alongside social services and clinical care. These services help bring in clients and open the opportunity for COVID-19 vaccinations.
- **KTA Super Stores** - KTA Pharmacy will add a BHA to their pharmacy team to continue providing "kind-hearted, compassionate care you can trust." This BHA will work closely with our pharmacy patients to improve medication adherence, address social determinants of health, and be a resource hub for patients of Hawai'i Island. Outreach will be initially done telephonically to our medication synchronization patients, and if further assessment or intervention is needed, they will follow-up with the patient in-person. When meeting with a patient in-person, the BHA may also deliver the patient's medications, gather clinical information such as a blood pressure reading, deliver education provided by the pharmacy team, and assist with community referrals as needed. Patients may also be referred to the BHA from our existing clinical programs (Diabetes Prevention Program and Diabetes Self-Management Education) if a patient requires additional follow-up or support.
- **Maika'i Health** - Inquire for more information.
- **Mauliola Pharmacy** - Inquire for more information.

Education, Experience, and Qualifications

Education and Experience

- Fluent and able to translate in at least one additional language aside from English: Hawaiian, Tagalog, Ilocano, Samoan, Spanish, etc.
- Minimum requirement of high school diploma or GED.
- Good written and verbal communication skills.
- Demonstrated problem-solving skills.
- Experience in collecting data and handling sensitive information.
- Experience working with Native Hawaiian, Pacific Islanders, and Filipino (NHPIF) populations.
- Ability to work in environments with diverse staff, clients, and volunteers.
- Must have reliable transportation.

Team Orientation

- Excellent interpersonal skills that support team building with clients, families, staff, and partners.
- Responsiveness demonstrated by a sense of urgency, a practice of soliciting feedback to improve, diplomacy, and conflict resolution.
- Collaborative approach that contributes to positive team dynamics, including the ability to define individual roles and responsibilities and connect them to collective goals and plans.

Compensation and Benefits

The salary for this full-time position is \$15.00/hr - \$19.25/hr with benefits.

Benefits at HIPHI include:

- A collaborative work culture with flexible scheduling and promotes work-life balance.
- Laptop, virtual phone line, and other work-from-home supplies.
- 20 days of paid time off, 11 HIPHI-observed holidays, and 5 floating holidays per year.
- Medical and dental insurance (100% of premium covered for the employee; 50% coverage for spouse/family).
- Flexible spending accounts for medical, dependent care, and other eligible expenses.
- Cell phone and internet stipend.
- Opportunities to attend conferences and other professional development opportunities.
- 401K retirement plan with an employer contribution (contribution starting after 1 year of employment).
- A qualifying employer for the [Public Service Loan Forgiveness \(PSLF\) Program](#), which forgives the balance of federal student loans for individuals working in public service.

HIPHI outsources HR functions to Altres Staffing, which has a number of additional benefits that would begin upon hire.

To Apply

Complete the application at <https://form.jotform.com/Foronda/BHAreruitment>. We are seeking to hire five (5) BHAs to support COVID-19 response with an anticipated start date of May 1, 2023. Applications will be open until the position is filled.

Questions can be directed to rosilyn@hiphi.org or (808) 591-6508 ext. 11.

COVID-19 Vaccination Requirement

Employees of Hawai'i Public Health Institute are required to be fully vaccinated against COVID-19 unless a medical or religious exemption is approved. Being fully vaccinated means that an individual is at least two weeks past their final dose of an authorized COVID-19 vaccine regimen. As a condition of employment, newly hired employees will be required to provide proof of their COVID-19 vaccination.

Hawai'i Public Health Institute is an Equal Opportunity Employer