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## **Project Coordinator, Central Valley**

The California School-Based Health Alliance (CSHA) is seeking a Project Coordinator for our work in the Central Valley promoting health and education equity by increasing access to health services in schools.

Despite expanded access to health coverage, too many children and youth still suffer from high rates of preventable conditions such as obesity, asthma, and mental health issues, many of which are exacerbated by poverty. School-based health centers (SBHCs) are clinics on school campuses designed to interface with school staff to identify student health issues and create seamless access to care. They are typically located in disadvantaged neighborhoods where families experience more health issues and have less access to health care. SBHCs have been gaining popularity in California. There are now 243 SBHCs throughout the state providing health, mental health, and/or dental care along with other public health and prevention programs.

CSHA is the leading voice in California for the movement to put health care where kids are—in school. We are advancing school-based health by:

1. Advocating for public policies that enable SBHCs to become a sustainable part of the health care and education systems.
2. Expanding and improving programs and practices among SBHCs and other school health service models.
3. Raising support and awareness of SBHCs through strategic communications.

We have 12 staff members in our downtown Oakland office and 1 staff member in Fresno. We work closely with partners in Los Angeles and Alameda Counties and with our national organization in Washington, D.C. We have an inclusive office culture and a work environment dedicated to continual learning and improvement. You can learn more on our website: [www.schoolhealthcenters.org](http://www.schoolhealthcenters.org).

## **JOB DESCRIPTION**

### **Outreach:**

The Project Coordinator builds a relationship with school health centers, start-up sites, and other supporters in the Central Valley. Specific duties include:

- Conducting outreach to school health centers to build relationship with CSHA and solicit participation in CSHA activities.
- Collecting data and information from school health centers in geographic area to maintain CSHA database and to inform TA and policy activities.
- Facilitating networking and information sharing across school health centers through regular communication and coordination of the quarterly Central Valley Coalition meeting.
- Identifying and engaging additional partners and school health center supporters through meetings and presentations.

### **Technical Assistance:**

The Project Coordinator provides or arranges for technical assistance to existing health centers and start-up sites. Specific duties include:

- Providing technical assistance related to school health center start-up, operations, and sustainability.
- Facilitating partnerships between schools and health care providers.

- Sharing CSHA's tools and resources with start-up sites.
- Advancing CSHA's work on advancing best practices in early childhood development with school-based health centers.

**Organization:**

The Project Coordinator supports CSHA's organizational development by helping achieve grant funded deliverables and extending our membership network. Specific duties include:

- Providing information and written narrative for grant reports.
- Promoting CSHA membership benefits to partners.
- Updating contact information and other relevant data for schools/districts and school based health centers into our database systems (Salesforce).
- Supporting any additional tasks as needed.

Salary is dependent on experience.

This is a part-time (40% FTE) non-exempt position that must be based in Fresno or the surrounding area. This part-time position is eligible for all legally mandated benefits, vacation and sick leave, as well as a matching retirement plan. This position does not qualify for any of CSHAs other fringe benefits such as health, dental, vision, etc.

Interested candidates are invited to submit a resume, cover letter, and writing sample to [jobs@schoolhealthcenters.org](mailto:jobs@schoolhealthcenters.org). In your cover letter, please describe what skills or experience you believe would be important for this position and assess the extent to which you meet that description. We are very interested in honest, critical reflection that is specific to this position in this organization.

Please use subject line: Project Coordinator, Central Valley. We will begin reviewing applications on October 17, 2016. The position will be open until filled.

California School-Based Health Alliance is an equal opportunity employer that actively pursues and hires a diverse workforce. All qualified applicants will receive consideration for employment without regard to age, ancestry, color, disability (mental or physical), gender identity or expression, genetic information, marital status, medical condition, military veteran status, national origin, political affiliation, pregnancy, race, religion or creed, sex, sexual orientation, or any other factor that is not related to the job.