



Position Announcement

The following job opportunity is available with the Inter Tribal Council of Arizona, Inc. located at 2214 North Central Avenue, Phoenix, AZ 85004

Open as of: Nov. 9, 2021

Closing Date: Open Until Filled

HEALTH PROMOTIONS SPECIALIST

Annual Salary: \$42-\$45K (DOE)

Benefits: Medical, Dental, Basic Life & 401(k)

Under the direction of the Health and Human Services Director, the Health Promotion Specialist will coordinate chronic disease prevention activities with the Tribes in Arizona, Utah and Nevada to implement interventions or improve policy, system, and environmental changes focusing on heart disease, stroke, obesity, cancer and diabetes prevention. Position requires monthly travel. Timely and regular attendance to work, work-related events and virtual sessions is an essential function of this position.

Duties and Responsibilities: This list is not all inclusive of the duties and responsibilities and/or skills, knowledge, and abilities of this position.

- Coordinates Regional Chronic Disease Prevention Working Group Meetings with Tribes and partners;
- Provides on-going technical assistance and training to conduct community health assessments among the Tribes in Arizona, Utah and Nevada;
- Works with Tribal Programs and Tribal Coalitions to ensure the Centers for Disease Control and Prevention (CDC) chronic disease prevention strategies, program goals, objectives and activities are being met;
- Develops and delivers webinar-trainings and in-person trainings and presentations;
- Participates in program and coalition planning with Tribes and other partners;
- Coordinates trainings, meetings (i.e., in-person and conference calls) and conferences for Tribal sub-awardees and sessions opened to all Tribes in the Phoenix Area/Tucson Area IHS regions ;
- Conducts monitoring site-visits with Tribal sub-awardees.
- Researches and disseminates varied and culturally adapted health promotional materials through outreach efforts with Tribal Programs to use in educating program staff and community members;

Knowledge/Skills and Abilities

- Ability to manage multiple projects while meeting grant, contract timelines and deliverables.
- Ability to manage and execute subcontracts with Tribes. Able to maintain confidentiality
- Knowledge of Tribal Sovereignty, Indigenous Research Methodologies, and experience working with Tribal communities in Arizona preferred.
- Advanced computer skills in Microsoft Word, Excel, PowerPoint etc.

Education Requirements and Experience:

BA in American Indian Studies, Health Promotion/Disease Prevention, Human Services, or related health field plus 1-3 year's related work experience or a combination of education and experience that is equivalent. Requires a valid Arizona driver's license, and submit to a background check.

Relocation expenses not available.

To obtain an application, visit our website: www.itcaonline.com

Inter Tribal Council of Arizona, Inc. is An Equal Opportunity Employer and A Drug-Free Workplace

Ak-Chin Indian Community
Cocopah Indian Tribe
Colorado River Indian Tribes
Fort McDowell Yavapai Nation
Fort Mojave Indian Tribe
Gila River Indian Community
Havasupai Tribe
Hopi Tribe
Hualapai Tribe
Kaibab Band of Paiute Indians
Pascua Yaqui Tribe
Pueblo of Zuni
Quechan Tribe
Salt River Pima-Maricopa Indian Community
San Carlos Apache Tribe
San Juan Southern Paiute Tribe
Tohono O'odham Nation
Tonto Apache Tribe
White Mountain Apache Tribe
Yavapai-Apache Nation
Yavapai-Prescott Indian Tribe