

OTSEGO COUNTY HAS THE FOLLOWING VACANCY:

Department of Health
Community Health Worker

\$51,039 - \$60,429

DATED: March 22, 2026

LAST DAY FOR FILING: April 3, 2026

EOE

DISTINGUISHING FEATURES OF THE CLASS: This position exists in the Public Health Department and involves responsibility for making home visits, and providing support, education, and outreach in areas of maternal and child health, nutrition, immunizations, chronic and communicable disease, and pregnancy and prenatal care, accessing medical and non-medical services, childhood lead, and car seat safety. The work is performed in accordance with established policies and procedures and under the direct supervision of the Public Health Director. The incumbent will work in close cooperation with, and under the guidance and general direction of, a Public Health Educator and/or other appropriate health personnel. The incumbent does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

- Engage with families either via home visits, virtual meetings, or by phone to enroll and follow them in public health programs;
- Convey the purpose of the program, increase awareness, provide outreach, engagement and community promotion, build relationships with schools, providers, child care centers and families;
- Provide advocacy to families enrolled in Otsego County Department of Health programs;
- Assist nursing personnel and Public Health Educator at community and health events;
- Assist in carrying out grant related activities and the core public health programs;
- Attend trainings as required;
- Does related duties as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES: Good knowledge of the policies and procedures relating to public health and the programs offered; good knowledge of the health and social problems and attitudes in the community related to the area of assignment; working knowledge of local human services agencies and programs available in the community; strong interpersonal skills; ability to communicate effectively with designated community members in order to elicit from them their specialized needs; ability to translate specialized needs into program to insure effective service delivery; ability to handle difficult situations in a courteous and tactful manner; ability to engage others and establish rapport; ability to understand and carry out oral and written instructions; ability to prepare and maintain reports; ability to adapt to change; ability and willingness to learn; ability to set priorities and manage workload; ability to teach others; ability to communicate both orally and in writing; detail oriented; empathetic demeanor and sensitivity to the reactions of others; good problem solving capability; dependability; resourcefulness and integrity.

MINIMUM QUALIFICATIONS: Either:

- (a) Graduation from a regionally accredited college or university or one accredited by the Board of Regents to grant degrees with a Bachelor's Degree or higher in health education, public health, social work, psychology, human services or closely related field; **or**
- (b) Graduation from a regionally accredited college or university or one accredited by the Board of Regents to grant degrees with an Associate's Degree in human services or closely related field and two (2) years of experience or its part-time equivalent experience within a health and/or social work setting or other related field; **or**
- (c) Graduation from high school or possession of a high school equivalency diploma and four (4) years of experience or its part-time equivalent as described in (b) above; **or**
- (d) An equivalent combination of training and experience as defined by the limits in (a), (b), and (c) above.

Notes: Successful completion of coursework in health education, public health, social work, psychology, human services or a closely related field at a regionally accredited college or university, or one accredited by the New York State Board of Regents to grant degrees, may be substituted for the required experience with three (3) semester credit hours or related coursework as indicated above being equivalent to three (3) months of experience, for up to half the required experience.

Transcripts may be submitted for fields described above to support an applicant's successful completion of course work in the fields or closely related fields as described in the minimum qualifications.

SPECIAL REQUIREMENT: Possession of a valid New York State driver's license and acceptable driving record is required at time of appointment. A valid New York State license must be maintained throughout employment. Must be able to satisfy the travel requirements of the position throughout employment.

CLASSIFICATION: Competitive

Applications are available at the Otsego County Personnel/Civil Service Department, 183 Main Street, Cooperstown, NY 13326 or online at www.otsegocountyny.gov