

PUBLIC HEALTH OFFICER (Part time)

Nepal Seattle Society

Partnering For Vaccine Equity (PAVE YR2) Project titled *“Using Nepali Elder-guided Youth Voice to Improve Vaccine Coverage in the Nepali Communities in the Pacific*

Priority Application Date: May 20, 2022

Duration: **May 2022** - April 2023

Compensation: \$25 per hour (10 hours per week)

ABOUT THE ORGANIZATION

Nepal Seattle Society (NSS) is a non-profitable, non-political and secular organization registered on October 6, 2000 with the Washington Secretary of State.

NSS MISSION

The mission of NSS is to unite all people of Nepali origin in the State of Washington, to preserve and promote Nepali culture, and to foster relations with friends of Nepal.

NSS GOALS

The objective of this organization is to be operated exclusively for charitable, educational and cultural purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, including, for such purposes:

- To promote and preserve Nepali culture and tradition.
- To bridge the cultural gap between generations in Nepali community.
- To develop mutual cooperation among Nepali population in Washington state and friends of Nepal.
- To promote educational and social activities to benefit the local Nepali community.
- To create a network among Nepali organizations in neighboring states.
- To help Nepali people during natural disasters including pandemics.

ABOUT THE PROGRAM

Partnering For Vaccine Equity (PAVE YR2)

With the support of the Centers for Disease Control and Prevention Foundation (CDCF) and under Partnering For Vaccine Equity initiative (P4VE), NSS will be continuing the project “Using Nepali Elder-guided Youth Voice to Improve Vaccine Coverage in the Nepali Communities in the Pacific Northwest” to the second year. The duration of the project is one year from May 01, 2022 through April 29, 2023. Through this project, we aim to increase equitable vaccine coverage among Nepali communities in the Pacific Northwest. Our Project goals and activities align with the following CDCF’s Principles:

1. Authentic community inclusion, engagement and partnerships in prioritizing and accomplishing work
2. Build vibrant, healthy, resilient and prosperous communities where everyone can live their healthiest lives and contribute to the wellbeing of their families and communities.

3. Promote the building blocks of individual and community health.

Our P4VE Year-2 initiative will continue to apply the social determinants of health and health equity approach. We will continue to work on our project's primary goal which is to promote access to influenza and COVID-19 vaccines by promoting confidence in the Nepali community through culturally-appropriate messages using social media platforms, educational material and partnerships with other CBOs. Our key objectives are as follows:

- Community mobilization and engagement
- Culturally-relevant content development and dissemination
- Establish a database Nepali-speaking population in Washington and identify health needs.
- Partnership with other community-based organizations and public health departments

POSITION

We have an excellent opportunity for the position of a Public Health Officer for our “Using Nepali Elder-guided Youth Voice to Improve Vaccine Coverage in the Nepali Communities in the Pacific Northwest, Year 2” project, hereby referred to as NEYPVAL-2, funded by the CDCF foundation. The Public Health Officer will research, develop and implement the Project’s public health objectives including database creation, maintenance and timely updates and related metrics. The Public Health Officer will work closely with the Communications Officer, under the guidance of the Project Manager, NSS Health Committee, and the Elders and Youth Advisory Boards to increase equitable vaccine coverage among Nepali communities in the Pacific Northwest. The Officer will be responsible for researching and being up-to-date on vaccine-related CDC and WA and OR State public health guidelines and emerging and new developments, and conveying to the Project Manager and the Communications Officer. The Public Health Officer will assist the Project team in fulfilling the project goals.

SUMMARY OF DUTIES

- Assist the Program Manager and collaborate with the Communication Officer contractor with developing vaccine-related public health communications strategies and materials and relevant Nepali community database
- Actively participate in Project team meetings for progress status check-in and prioritizing public health communications, training and outreach activities
- Conduct research/provide updates with any changes in public health guidelines etc. to help the Project team create culturally relevant and engaging public health messages through social media campaigns and other communication products around vaccine hesitancy, increase awareness of vaccination, and connect Nepali people to correct service providers and other resources
- Create, maintain and regularly update a database of Nepali communities in the targeted areas to facilitate vaccination tracking, more accurate accrual of demographic information, and to better assist with any public health concerns, both present and future

- Develop activity metrics across communications platforms to better gauge the depth and breadth of outreach and to better assist with any public health concerns, both present and future
- Collaborate with the Project Team in engaging the Elders and Youth Advisory Committees, the Nepali Health Board and other community leaders in designing and implementing Project activities
- Work with the Project team to develop training methods and materials and train community ambassadors such as cultural and faith leaders, youth leaders and Nepali teaching professionals on CDC guidelines, COVID-19 resources, and vaccine information
- Assist in creating and hosting informational sessions and/or webinars in partnership with Nepali Health Board and other CBOs and health organizations to answer questions/provide information around health equity and providing vaccine confidence and uptake in the Nepali community.
- Collaborate with the Project team and partner with community leaders to manage local interpersonal outreach to build a network of dedicated Nepali community healthcare expert volunteers and community leaders
- Support the Program Manager and the Project team with forging new and strengthening existing collaborations with vaccine providers, State and county health departments and CBOs in the Pacific Northwest
- Conduct research to capture the experiences of the community, develop reports that gauges successes, missteps, and help identify future opportunities for improvement; share with the local and state departments to encourage the continuation of future programs working with marginalized communities
- Perform additional duties as required by the NSS Board

MINIMUM QUALIFICATIONS

- Bachelor's degree in Public Health, Sociology, Social Work, Communications or related field and two years of relevant work experience
- Experienced in vaccine-related public health messaging and community engagement
- Demonstrated ability to identify and strategically assess new opportunities
- Ability to work independently and collaboratively
- Have flexibility and ability to prioritize project needs and shift priorities as needed, organizational and management skills and can work under pressure with multiple project initiatives going on at the same time
- Ability to identify and engage with key stakeholders
- Experienced in producing and editing website copy, blogs, press releases, social media posts and internal and external communications material
- Experienced in conducting social media impact and outreach analysis/analytics
- Knowledge in data collection, management and analysis
- Skilled in: Adobe Creative Suite, Canva Asana, Microsoft Office and Zoom
- Strong writing, editing, verbal communication skills

- Ability to work effectively with people from different cultures, backgrounds and perspectives
- Ability to develop metrics and measures for progress reporting
- Interest in learning and developing community and public health data skills
- Proficient in Nepali and English languages
- Familiarity, interest and knowledge of the Nepali American community and Nepali culture.

PREFERRED QUALIFICATIONS

- Prior experience working with Community-based Organizations or Non Profit Organizations
- Prior experience in conducting research and evaluation
- Interest in community health and public health promotion and prevention.

COMPENSATION: \$25/hour (average 10 hours per week)

TERM: May 01, 2022 - April 29, 2023

WORK LOCATION: Remote. Some travel Required

TO APPLY

Email resume and cover letter highlighting your qualifications and demonstrated commitment to health equity for Nepali Community to health@nepalseattle.org to be considered for the position.