



Lewis County Employment Opportunity

Department: **Public Health & Social Services** | Position: **Community Health Services & Contracts Coordinator**

Who May Apply: **Any Qualified Applicant**

Employment Status: **Regular Full Time**

Full Salary Range: **Grade 120: \$4,596-\$6,184/mo.**

Posting Opens: **August 8, 2023**

Posting Closes: **Open Until Filled**

DEPARTMENT / OFFICE

This position is with the Public Health & Social Services Department, Social & Community Services Division, located at 360 NW North St., Chehalis, WA 98532.

This is a Teamsters Combined Represented position and preference will be given to existing Teamsters Represented employees.

POSITION SUMMARY

Under general supervision, coordinates, identifies and implements strategies that lead to sustainable and lasting community involvement. Function at a high level working collaboratively and independently.

Supplemental Description Attached.

HOW TO APPLY

Application materials and job description are available online at: <https://jobs.lewiscountywa.gov/>

Lewis County accepts no responsibility for completeness of applications or loss or damage of data. Application materials received by Lewis County become the property of the County.

WHO MAY APPLY

This recruitment is open to any qualified **applicant** who meets the minimum qualifications and can perform the essential functions, with or without accommodations, and possesses the knowledge, skills and abilities as identified in the job description.

Preference given to existing Teamsters Combined Represented employees.

APPLICATION REQUIREMENTS

The following items are **REQUIRED** for your application to be considered complete and for you to be considered for this recruitment.

Note: ALL sections of the application must be complete. "See resume" is not acceptable.

- ✓ **Lewis County Employment Application**
- ✓ **Authorization to Release Information**
- ✓ **Cover Letter**
- ✓ **Resume**

MINIMUM REQUIREMENTS

- ▶ Associate's Degree in Sociology, Health Care or related field; AND
- ▶ Two (2) years social work/health education experience OR equivalent combination of education, training and experience in this field
- ▶ Valid Driver's License
- ▶ May be required to pass criminal background check
- ▶ Proof of eligibility to work in the United States
- ▶ Ability to speak, read, and write the English language effectively

NOTE: The information for State and Federal Reporting Form is voluntary. By providing this information, you assist the County in meeting state and federal reporting requirements. The information provided on this form is not used as a part of the review and selection process.

Lewis County is an equal opportunity employer that provides access, free from discrimination based on race, color, national origin, religion, age, sex, marital status, sexual orientation, military or veteran status, pregnancy, disability, genetic information or any other basis protected by law in employment or provisions of services.

Applicants with disabilities who need accommodation with the application and/or selection process should contact the ADA Coordinator, Human Resources at 360-740-1408 or 740-1480 TTY.