

Overview

Overview

Inactive	No
View As Of	07/21/2025
Date of Last Change	11/26/2024 08:56:29.943 AM
Job Profile Name	Fam & Commun Engagement Spec I (H)
Job Code	UR8054H
Include Job Code in Name	Yes
Job Profile Summary	GENERAL PURPOSE:

Supports the implementation and monitoring of a variety of engagement programs and strategies. In collaboration with leadership, supports the planning of engagement programs. Coordinates and implements engagement activities. Works collaboratively to design and utilize media to introduce to enhance community relations. Develops critical connections and alignment opportunities with community partners working in support of program goals.

Job Description ESSENTIAL FUNCTIONS - Builds and supports relationships between program and key stakeholders, partners, and the community at large. Actively works with parent and community engagement efforts across institutions and sectors to drive alignment and improved coordination with program activities and objectives. - Conducts/facilitates presentations through teach-ins, retreats, workshops, etc. to build understanding and greater alignment within partnership network. - Facilitates consistent feedback mechanisms between parents, families, the community at large, and program contacts to better inform the work. - Ensures all work is delivered on-time, within scope, and within budget. Provides regular reports on progress against goals and indicators. - Other duties as assigned. MINIMUM EDUCATION & EXPERIENCE - Bachelor's degree in education, communications, human services, or a related field and 2 years related experience required - Or equivalent combination of education and experience KNOWLEDGE, SKILLS AND ABILITIES - Demonstrated success in communicating both horizontally and vertically within the community in a way that built authentic, trusting relationships with diverse stakeholders and community members; experience in diverse coalition-building and working in a team environment required - Strong organizational and interpersonal skills required - The presence to inspire confidence and passion in external audiences and to build effective relationships with a range of diverse stakeholders required - Possesses a working knowledge of the local community, including but not limited to a general understanding of the various neighborhoods, schools and community-based organizations, and the assets and resources available to support them required - Ability to sift through and simplify complex information, in order to communicate it to a general audience required - Experience working with diverse groups and families, including facilitating coalitions, task forces, and/or committees required - Flexibility and the ability to work autonomously as well as take direction as needed required - Excellent interpersonal and communication skills (written and oral) required - Proficiency in Microsoft Office products and social media platforms required - Willingness to work flexible hours, including some evenings and weekends required - Practical, reliable, efficient. Turns ideas into actions and organizes tasks required - Must be a team player who is responsive to and supportive of the needs of others preferred - Spanish language proficiency preferred LICENSES AND CERTIFICATIONS - DL NUMBER - Driver License, Valid and in State and reliable available transportation upon hire required

Additional Job Description	
Job Title Default	Fam & Community Engage Spec
Restrict to Country	

Management Level Professional
Job Level P1
Job Family UR Health Education and Outreach
Job Category PNE - Professional - Nonexempt
Job Classifications 1C - Management I (UR - EEO Job Group)
 1 - Executive/Admin/Managerial (UR - EEO6 Code)
 STAFF - Staff (UR - Reporting Class)
Work Shift Required No
Public Job Yes
Referral Payment Plan

Characteristics

Difficulty to Fill
Critical Job No

Compensation

Compensation Grade UR URG 108 H
Compensation Grade Profile
Impacted Eligibility Rules

Unions

Union Membership Not Allowed
Allowed Unions

Business Process History

Business Process History

Business Process	Effective Date	Initiated On	Completed On	Status
Edit Job Profile: Fam & Commun Engagement Spec I (H)	01/01/1900	11/26/2024 08:56:29 AM	11/26/2024 08:56:29 AM	Successfully Completed
Edit Job Profile: Fam & Commun Engagement Spec I (H)	01/01/1900	10/31/2024 04:16:11 PM	10/31/2024 04:16:11 PM	Successfully Completed
Edit Job Profile: Fam & Commun Engagement Spec I (H)	01/01/1900	07/17/2024 12:24:22 PM	07/17/2024 12:24:22 PM	Successfully Completed
Create Job Profile: Fam & Commun Engagement Spec I (H)	01/01/1900	07/17/2024 11:16:29 AM	07/17/2024 11:16:29 AM	Successfully Completed

Qualifications

Certifications

Certification

Required	Country	Certification (Predefined)	Certification (Not Predefined)	Issuer (Not Predefined)
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Competencies

Competencies from Other Sources

Required	Competency	Target Rating	Source	Source Type
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Education

Education

Required	Degree	Field of Study
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Languages

Languages

Required	Language	Ability	Proficiency
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Responsibilities

Responsibilities

Required	Responsibility
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Training

Training

Required	Training	Training Type	Description
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Work Experience

Work Experience

Required	Work Experience	Experience Level
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Equivalence Rule

Equivalence Rule

Equivalence Rule	Derived Logic
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Pay

Pay Rate Type

Pay Rate Types

Country	Pay Rate Type
United States of America	UR Hourly

Job Exempt

Job Exempt

Country / Country Region	Job Exempt
United States of America	No

Workers' Compensation Code

Worker's Compensation Codes

Workers' Compensation Code	Country	Country Region	Location
8868 - Professional (United States of America)	United States of America		