

Healthy Living Manager

Reports To: Executive Director

Employment Status: Full-Time

FLSA: Exempt (Executive)

GenesisHOPE is looking for a leader committed to promoting good health. Are you looking for a career? We need a dedicated leader working to change systems, policies and environments to address social and systemic risk factors impacting community health. The Healthy Living Manager leads people, develops plans and implements programs that help people live a healthy quality of life. The ideal candidate is a team player that also works very well independently. The Healthy Living Manager plays a vital role on the ground advancing health equity. If this sounds like you, then this role at GenesisHOPE may be an ideal opportunity for you to excel! We invite you to apply today for the Healthy Living Manager position. Applications are due by **5pm on Monday, February 20, 2023**. You can apply online at: <https://www.genesishope.org/careers/>

Position Summary

The Healthy Living Manager is responsible for designing and implementing programs that promote good health – interventions that address healthcare, behaviors, socioeconomic factors as well as the physical environment. The Manager leads a team of Community Health Workers to serve the residents of Islandview, the Greater Villages of Detroit, and surrounding neighborhoods (48207, 48213, 48214). The Healthy Living Manager leads people, develops plans and implements high impact programs and services to advance GenesisHOPE’s healthy living [strategic goals and objectives](#). The Healthy Living Manager manages budgets, grants and contracts; and assures compliance with all grantor, state, federal and local regulatory requirements. The Healthy Living Manager maintains and increases cooperative and collaborative partnerships and engages in ongoing communications with both internal and external stakeholders and partners. Some in and out of state travel is required.

About Us

Genesis Harbor of Opportunities Promoting Excellence (GenesisHOPE) is a 501(c)3 multi-service community development organization advancing health equity plans, programs and policies so everyone has a fair and just opportunity to be as healthy as possible—**Healthy People + Healthy Places**.

Our definition of health equity means that everyone has a fair and just opportunity to be as healthy as possible. This requires removing obstacles to health such as poverty, discrimination, and their consequences, including powerlessness and lack of access to good jobs with fair pay, quality education and housing, safe environments, and health care. Health equity means reducing and ultimately eliminating these disparities in health and social determinants that adversely affect excluded or marginalized groups.

At GenesisHOPE, we are community development professionals leading inclusive and equitable development of places where we live, work, learn and play. We're also community health workers who educate and support people with choosing healthier lifestyles. The Healthy Living Manager plays a vital role on the ground advancing health equity.

Why Work With Us?

- Fully paid medical
- Paid vacation and holidays
- Career path and growth opportunities
- Flexible work environment allowing work from home days
- Potential tuition reimbursement and/or paid professional development
- Chance to contribute to change in Islandview, East Village, West Village, a difference in the neighborhoods of The Villages of Detroit community

Position Description

The major areas of responsibility are management, community engagement and partnerships, fund development and program administration. Some of the job duties include but are not limited to:

Management

- Convene and engage community stakeholders in identifying and taking collective action on issues which are important to them with the goal of empowering community members to create stronger and more connected communities.
- Convene and engage community stakeholders in developing a shared vision, goals and objectives to promote healthy living, empower financial health, and deliver services to remove barriers.
- Hire, train, evaluate and lead staff and volunteers in a learning environment to achieve desired goals, objectives and intended impacts.
- Collect and analyze data, and prepare reports, articles and case studies to support evaluation plans and long term strategies.
- Promote and facilitate the use of documentation and data systems used by CHWs to link residents to medical, social support and other services.
- Use documentation, data and systems to manage and coordinate care; and monitor, analyze and report outcomes to strengthen community-clinical linkages.

Community Engagement and Partnerships

- Be an advocate and champion for our work and the people we serve within the organization and in community settings.
- Develop and maintain relationships within the community to continuously assess needs identify trends and increase the visibility of our programs and services.
- Actively participate in community, clinical and civic meetings to strengthen community-clinical linkages and build collective power to advocate for health and social support policy, systems and policy changes.
- Demonstrate initiative and independently facilitate meetings with community members, public officials, healthcare administrators, school and university administrators, and community, social justice and faith-based organizations – convening effective work groups, collaborations, coalitions and collectives.
- Lead the engagement of health systems, social services, community-based organizations, social justice and other stakeholders in Detroit through a CHW Collaborative using the collective impact process to ensure that CHW initiatives in the county are aligned with state efforts and approached in a consistent, evidence-based manner.

Fund Development

- Seek funding opportunities, e.g., grants, contracts, donors, etc.
- Actively participate in the fund development planning process
- Actively participate in raising funds and marketing communication activities.
- Collect stories, draft blog posts and social media post to share stories and educational information and outcomes.

Program Administration

- Provide direct services, informal client-centered counseling and social support to foster healthier life choices.
- Screen for Social Determinants of Health (SDoH), track referrals to resources and outcomes of referrals to ensure needs are met, and publishing and share outcomes to strengthen community-clinical linkages.
- Provide culturally appropriate health, nutrition and wellness education to foster healthier life choices.
- Build individual and community capacity; assisting clients and community members with developing skills and confidence to promote and advocate for their own health and well-being.
- Mediate on behalf of the community with health and social support systems; and advocate for policy, systems and environmental changes on behalf of community needs.
- Perform any other duties as assigned.

Professional Development

- Identify and participate in training and workshops to continuously learn and stay abreast of trends and best practices across healthcare, social services, social justice and community development sectors.
- Identify, join and actively participate in community groups and trade associations to continuously learn and stay abreast of changing needs, trends, best practices, policies and systems.
- Maintain professional competencies in subject matters, educational methods and societal conditions related to working with people who are unemployed with limited assets and people who are Asset Limited, Income Constrained, and Employed (A.L.I.C.E).

Qualifications & Skills

- Bachelor's degree in Public Health, Nutritional Science, Social Work or Community Development required with 1-2 years of experience.
- Community Health Worker Core Competency Certificate preferred or willingness to become certified.
- Level 2 (Intermediate) proficiency in Microsoft Office Suite (Outlook, Excel, Word, PowerPoint, and Teams or Google Workspace: Gmail, Sheets, Doc), and Zoom and social media (Facebook, Instagram and Twitter) proficiency is required.
- Knowledge of Canva, Monday.com and MI Bridges preferred but not required. Training provided.
- Must be willing to work planned evenings and weekends to accommodate community engagements.
- Excellent written and verbal communication skills. Effectively listen and talk to others to convey information.
- Ability to multitask, organize, and prioritize work
- Ability to weigh the relative costs and benefits of potential actions to choose the most appropriate option.
- Use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to complex problems.

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