



JOB TITLE	Health Coach		
Department/Group:	Community health team	Reports to:	Nurse Case Manager
Position Type:	Full-Time	FLSA Status	Exempt (salaried)
Location	New York, NY		
Compensation	Salary range: TBD	Working Conditions	Community outreach (80%) Office (20%)
Supervisory Responsibility	No	Start Date	Spring 2013 (Date TBD)

JOB DESCRIPTION

General Summary:

City Health Works! (CHW!) is currently hiring Health Coaches to provide health coaching services to members of the East Harlem community who are at risk of developing diabetes (pre-diabetic) or who currently live with diabetes. Health coaches meet with community members individually throughout the year, and in a group for 16 weeks, to empower members to embrace healthier lives. .

CHW! will train each coach in 1) coaching and motivation skills, 2) diabetes basics and self-management, 3) wellness and lifestyle approaches to prevent and better manage chronic disease (nutrition and physical activity), 4) mental health screening, and 5) collecting and entering data.

CHW! seeks individuals who are goal oriented, committed to healthy living and enjoy motivating others to achieve their goals. Previous training or work experience in health care is not required. Health coaches will receive training from CHW! in 1) coaching and motivation skills, 2) diabetes knowledge and basic self-management of diabetes, 3) how to prevent and better manage chronic disease through wellness and lifestyle approaches (nutrition and physical activity), 4) mental health screening, and 5) collecting and entering data.

Primary Responsibilities

- I. Educate and support pre-diabetics and diabetics in ways to improve their lifestyle (nutrition habits and fitness levels) by coaching them to achieve realistic health goals.
 - a. Goal Setting: Assessment of health issues in the member’s home or community center
 - b. Individual Coaching Sessions: Guide, motivate, and challenge each member to reach their health goal
 - c. Group Education Program: Facilitate health education sessions on health behavior, nutrition and exercise; teach practical ways to prevent and manage diabetes
 - d. Foster positive group dynamics: build trust, empathy, and confidence among members
- II. Support diabetics in better managing their health
 - a. Conduct regular checks on diabetic members to detect development of complications. Communicate health complications and risks to clinical care team (Nurse and Nutritionist managers) when necessary.
- III. Member Recruitment
 - a. Conduct outreach to local businesses and organizations to recruit program participants.
- IV. Entering data
 - a. Enter required data into CHW! Community Health Record System on a computer and

- mobile phone application.
- V. Providing regular feedback and troubleshoot with fellow Health Coaches to develop solutions that improve member's health.

Job Specifications:

- I. *Requirements:* Candidates must live in Harlem, New York (Preference given to residents of East Harlem). Candidates must have a demonstrated personal commitment to health and wellness.
- II. *Skills:* Strong empathic, listening and motivational skills. Teaching, counseling, community outreach or/or healthcare related experiences preferred.
- III. *Qualifications:* High school diploma or GED
- IV. *Knowledge:* Bilingual preferred (English and Spanish) but not required.
- V. *Abilities:* Must possess exceptional interpersonal and organizational skills. Must be able to manage a caseload and prioritize activities.
- VI. *Behavior:* Must work well independently and in teams. Must respect unique needs and diverse backgrounds of members of the community.
- VII. *Other:* Preference given to type-2 Diabetics who have successfully managed their care through lifestyle change and treatment adherence.

About City Health Works!

City Health Works! empowers individuals in low-income communities to embrace healthier lives. Our mission is to create a reimbursable and scalable model to employ local community members as Health Coaches who operate outside of clinic and hospital settings and deliver proven health interventions in their own neighborhood.

Application Process

Please send a Resume + Cover letter to Donya Williams at dwilliams@cityhealthworks.com