

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: DOH0383823

Date Posted: 07/05/11

POSITION NO: 947725

Closing Date: 07/18/11

CLASS CODE: 3794

POSITION TITLE: Senior Community Health Worker

DEPARTMENT NAME: Community Health Representative/Outreach Program, NDOH

DEPARTMENT NO: #38 WORKSITE LOCATION: Thoreau, NM

WORKS DAYS/HOURS: POSITION TYPE: GRADE: R61A

Days: Monday-Friday

Permanent:

SALARY:

Hours: 8:00 - 5:00

Temporary:

Duration: \_\_\_\_\_ \$ 29,390.40 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 14.13 Per Hour

**DUTIES AND RESPONSIBILITIES:**

Provides direct client/patient care in accordance with established care plan; assists with personal hygiene (e.g. bathing, shampooing, foot care, nail care); provides health screenings by taking vital signs (e.g. blood pressure, respiration, weight, height, accu-check, temperature, etc.) checks and/or cleans wounds, dress wounds, reviews with client/patient and/or family members the direction of taking prescribed and/or over-the-counter medications; checks for client/patients scheduled appointments; arranges for transportation if necessary; assists with range of motion exercises; provides transition for clients/patient, as needed. Maintains records of observation, progress, activities and other pertinent information utilizing the patient care component and Subjective, Objective, Assessment and Plan (SOAP) format. Maintains daily log of activities, interprets for clients, maintain confidentially, development care plan, performs chart reviews, conduct health screening at health fair. Attends chapter meetings, in-service training. Assist with emergency situations as needed.

**QUALIFICATION REQUIREMENTS:**

**Education and Training:**

A high school diploma or GED; and

**Experience:**

four (4) years experience providing services equal to that of a certified nursing assistant and/or providing patient care services; OR two (2) years experience as a Community Health Worker I and a current Certified Nursing Assistant Certificate. **(To receive full credit for education/training applicant must submit copies of college transcript, degree, certificates, diploma, etc. )**

**Special Knowledge, Skills and Abilities:**

Knowledge of various methods of providing homemaker services and personal care to client/patient, the principles and practices of providing health education services, communicable diseases and prevention, available health and public resources in the community. Skills in detecting and affects of various health and disease issues, interacting with client/patient, provide counseling and care to client/patient. Skills in providing group presentations to students, the general public, and clients/patient. Ability to communicate in both English and Navajo languages.

**License/Certification Requirements:**

Must possess a valid state driver's license. Must obtain within 90 days of employment: a valid Navajo Nation Operator's Permit, a Cardiopulmonary Resuscitation (CPR) Certificate, First Responder Certificate, a Food Handler's Permit, and pass a physical examination.

**VETERANS' PREFERENCE APPLIES**

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.**

*Revised: 1-15-99*