

**Job Title:** Community Engagement Associate

**Location:** United Way of Eastern New Mexico

**Position Type:** Full-Time

**Funding Source:** HRSA Rural Communities Opioid Response Program (RCORP)

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**Position Summary:**

The Community Engagement Associate will support the mission of the **4-County Behavioral Health Partnership**, a HRSA-funded initiative focused on improving behavioral health and reducing substance use in rural communities. This role will assist with outreach and engagement efforts, particularly around youth initiatives, public education, and community coordination.

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**Key Responsibilities:**

- Represent the **4-County Behavioral Health Partnership and HRSA RCORP grant** at community events, tabling opportunities, and outreach functions.
  - Managing and tracking of outreach activities and community impact metrics.
  - Creating Communications; agendas, flyers for events, Microsoft forms, emails and press releases.
  - Assist with the Partnership's **youth prevention initiatives**, including anti-vaping education, mental health awareness, and substance use prevention.
  - Support **youth-focused training** and events that align with grant goals around behavioral health and prevention.
  - Lead or Co lead in some capacity the **100% Community Behavioral Health Workgroups**, with an emphasis on improving local referral, discharge, and care coordination systems.
  - Management of community use of the **Charity Tracker** platform as a tool for cross-agency referral and case tracking.
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**Preferred Qualifications:**

- Desire to improve rural health challenges through public outreach, youth engagement, and trauma informed practices.
- Excellent public speaking and relationship-building skills.
- Ability to work independently.
- Willingness to carry out activities across our four-county region including attending evening/weekend events.
- Must provide your own vehicle for travel in the four-county region (Curry, Roosevelt, Quay, and De Baca), mileage reimbursed.