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| <b>Job Title</b>        | Community Engagement Coordinator   |
| <b>Employer/ Agency</b> | Prism Health North Texas   |
| <b>Job Description</b>  | <p>The Policy, Advocacy and Community Engagement Coordinator (PA/CEC) establishes overall coordination of PHNTX services and opportunities to ensure adherence to the organization’s mission and values.</p> <p>The (PA/CEC) will facilitate the geographic and demographic visibility of PHNTX and its services, including but not limited to, engaging, and collaborating with organizations and individuals inside and outside of Dallas County as well as organizations and events that serve identified priority populations. The (PA/CEC) will also identify opportunities for organizing and mobilization related to PHNTX’s policy priorities.</p>   |
| <b>Qualifications</b>   | <p>Bilingual in English and Spanish preferred</p> <p>Knowledge of systems that manage STIs, HIV and related risk factors desired.</p> <p>Strong interest in health care policy, community organizing, and voter engagement.</p> <p>Cultural awareness and demonstrated ability to work effectively with diverse populations including LGBTQ+ communities and racial/ethnic minorities.</p> <p>Demonstrated ability to communicate effectively, both orally and in writing.</p> <p>Working knowledge of various social media platforms.</p> <p>Skilled in outreach, assessment, and organizing techniques.</p> <p>Demonstrated ability to work independently and as part of a team.</p> <p>Demonstrated computer skills and proficiency in Windows and Microsoft Word software applications including Excel.</p> <p>Demonstrated ability to plan, organize, set objectives, and meet critical deadlines.</p> <p>Dependable transportation and current Texas Driver’s License and active auto liability insurance.</p> |
| <b>Salary/Hours</b>     | <p>Standard M-F, ability to work a flexible schedule including early mornings, evenings, and weekend hours.</p> <p>This is not a remote position; Office is in Dallas.</p>   |

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| <b>Address</b>            | 3900 Junius St., Ste 300   |
| <b>City, State, Zip</b>   | Dallas, TX 75246   |
| <b>Contact Person</b>     | Januari M. Fox, MSW  |
| <b>Telephone Number</b>   | 469-802-2521   |
| <b>Fax Number</b>         |  |
| <b>Email Address</b>      | Januari.fox@prismntx.org   |
| <b>Application Method</b> | Community Engagement Coordinator Job - Dallas, TX   Prism Health North Texas (phntxjobs.org) |
| <b>Opening Date</b>       | Immediately  |

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