



Outreach Specialist

Job Summary:

Keres Consulting is accepting applications for our Outreach Specialist position to lead work for our Tribal Vaccine Equity initiative. They will work directly with New Mexico Tribal communities to promote vaccine equity for the COVID-19 vaccine through outreach, training, strategic planning, and partnership. This job requires traveling in a personal vehicle. Travel expenses will be reimbursed in accordance with company policy.

About the Company: Keres Consulting, Inc., is a Native American-owned small business seeking a qualified applicant for an Outreach Specialist, Non-Exempt position, based in Albuquerque. Please visit our website is www.keresnm.com for more information.

Job Duties:

- Collaboration with Community Health Representatives (CHRs), Community Health Workers (CHWs) on developed Department of Health Immunization curriculum for COVID-19 protocols, protection, vaccine awareness, education, importance of vaccines, vaccination sites, safety measures, etc.
- Participate and support Department of Health Office of Community Health Workers, (OCHW) with CHW state certification, and recertification
- Participate in COVID-19 strategic planning activities for all age groups
- Engage in consultations with Department of Health Immunization Program, Health Equity Grant Coordinator, Office of Tribal Liaison, Office of Community Health Workers-tribal coordinator.
- Collaborate with Tribal leadership, New Mexico & Southern Colorado. CHR Association, tribal organizations to increase the COVID-19 virus literacy of New Mexico tribal communities
- Reporting to Project Manager on a monthly basis to be submitted to Keres customer

Qualifications and Evaluations: The ideal applicant would have experience serving Native communities, and working in a health equity field, enjoy challenging assignments, have a passion for learning, and a genuine interest in participating in and contributing to a professional environment. The qualifications include:

- An interest in honoring, encouraging, promoting and assisting those of Native American heritage
- Experience in Tribal outreach & health equity strategy
- Proficiency in Microsoft Office Suite
- Availability to fulfill a full-time work schedule (40 hours per week)
- Strong writing and outreach skills
- Attention to detail and ability to prioritize within a multi-tasking environment
- Eligibility for employment in the U.S.
- Native American Preference

How to Apply

Please submit a cover letter and resume in .doc or PDF formats to hr@keresnm.com. Open until filled. Salary commensurate with experience. Please direct all questions to Lesley at 505-463-8661.