

# Health Equity Coordinator (Temporary)

Health Equity, Policy & Planning Unit  
05/22/2024

## A Vision for Health Equity in Alameda County

Everyone in Alameda County — no matter who you are, where you live, how much money you make, or the color of your skin — can lead a healthy, fulfilling and productive life.

[Health.AlamedaCountyCA.gov/  
ACPHD](http://Health.AlamedaCountyCA.gov/ACPHD)

Located within the Office of the Director, the **Health Equity, Policy, and Planning (HEPP) Unit** leads the Alameda County Public Health Department (ACPHD)'s health and social equity initiatives in collaboration with staff, Alameda County residents, and community and governmental partners. HEPP advances equitable policies and systems changes that support the health of Alameda county residents and provides technical assistance to initiatives that promote health and racial equity in Alameda county.

**We are hiring a Health Equity Coordinator** who will support the health and racial initiatives in the Unit by providing the following duties:

- Provide technical assistance, training, and leadership to department-wide programs to foster the culture and capacity to achieve equitable outcomes for disparately impacted populations, including improving impacted communities' engagement, integrating equity tools and practices into their work, developing outcome measures, and monitoring progress to evaluate the effectiveness of equity initiatives.
- Prepare memos, reports, training materials, presentations, factsheets, op-eds, public testimony, social media, and other written documentation for diverse audiences including department leadership, staff, Board of Supervisors, external partners and the public. Work with the Public Information Officer on relevant communications strategies.
- Strategically foster strong relationships and serve as departmental liaison with stakeholders including departmental program staff, community groups, coalitions and collaborations, other government agencies, business, institutions, and decision-makers to support policy and practice changes to advance health and social equity.
- Conduct quantitative and qualitative analyses of health and equity impacts of policies and programs, interprets results, evaluates solutions and alternatives, and make recommendations to inform policy and programming decisions.
- Conduct assessments and surveys to determine the assets and health needs of communities and programs.
- Develop, implement or support initiatives to improve the department's community engagement processes.

## TO APPLY

Please send an email to  
Grace Kono at  
[mgrace.kono@acgov.org](mailto:mgrace.kono@acgov.org)

Include a **cover letter**, a detailed **resume** highlighting relevant experience, and provide written responses to the **Supplemental Questions** listed here:

**(1)** Describe the role you think equity plays in the health of our communities, and what local government can do to advance equity to improve health outcomes.

**(2)** Describe any experience you have in advancing equitable policy and systems change across determinants of health such as land use, housing, transportation, climate change and environmental justice, violence prevention, education and economic development.

**(3)** Describe any experience you have developing diversity, equity, or inclusion initiatives within an organization.

- Serve on bodies advising program developers and policy makers on strategies to advance health and social equity.
- Monitor and interpret legislative and policy decision-making processes that will advance health and social equity and make recommendations for action to management and departmental leadership, analyzing available data, interpreting results, and preparing reports including implementation strategies.
- As needed, develop and/or revise departmental plans to advance equitable outcomes, including facilitating planning processes with diverse stakeholders.
- Write grant applications; recommend and administer project budgets; and report and attend to other financial matters related to assigned projects.
- Compile and maintain accurate records and files regarding project activities; prepare periodic reports as required.

### Minimum Qualifications

- The equivalent of six (6) years of experience in a human services field, including one year of experience performing duties involving community liaison or outreach functions or multi-program coordination function.
- Strongly prefer candidates with two (2) years of experience developing or implementing organizational, policy or systems change efforts with an emphasis in equity and social justice.
- Proof of vaccination or medical reason qualifying for an exemption.

**Pay Rate:** \$46.29-\$56.26 Hourly, depending on experience

**Benefits:** Medical and dental benefits upon meeting established eligibility criteria.

**Hours:** Mon-Fri 9 AM-5 PM, occasional evenings and weekends

**Location:** Currently primarily remote with once weekly in-person work in San Leandro office. Must be available to report to the office full-time in-person as office policies change and to attend in-person meetings in community settings as needed.

**For more information:** Alameda County Human Resource Services, Temporary Assignment Pool:

<https://www.acgov.org/hrs/divisions/tap/index.htm>