

JOB DESCRIPTION

Partners in Health and Wholeness Charlotte and Wilmington Regional Coordinators

Hours: Full-time with occasional evening, Saturday and Sunday engagements, and some travel within the state

Approximate Salary: \$38,000 with benefits (vacation, sick leave, retirement option after three months)

Reports to: PHW Program Director

COUNCIL DESCRIPTION

With more than eight decades of progressive activism, the North Carolina Council of Churches remains the leading faith-based ecumenical voice for justice advocacy in North Carolina. We are particularly concerned about issues related to health care, immigration, farmworkers, care of creation, voting rights, food security, peace, and making all congregations healthier places. The Council embraces ethnic, racial, gender, and sexual diversity, while standing within the Christian faith.

PHW DESCRIPTION

Partners in Health and Wholeness (PHW) is an initiative of the Council that works with faith communities across the state helping them live healthier and more fulfilling lives. PHW provides faith communities with tools, resources, and support to enhance their capacity and readiness to address the health priorities of their congregation and surrounding community. We hope to reduce the health burden in NC by strengthening the connection between faith, health, and social justice as well as helping faith communities be leaders in addressing their health issues.

JOB RESPONSIBILITIES

The PHW Regional Coordinator will serve a designated region* of congregations located in the state with a special focus on those identified as Tier One counties by the North Carolina Department of Commerce. Overall statewide efforts to improve the health of clergy, congregants, and community will be led by the PHW Program Director and supported by the Regional Coordinator. Specific job responsibilities of the PHW Regional Coordinator include:

Certification and Mini-Grant Program

- Meet with clergy, congregants, and community partners to recruit congregations to participate in the PHW certification and mini-grant program
- Offer technical assistance to PHW certified and mini-grant congregations in the assigned eight-county region

Outreach

- Plan events and or activities that promote PHW partnerships, resources, and support services that help congregations take steps towards better health and wholeness
- Develop special projects and/or resources for PHW statewide initiatives regarding areas such as (but not limited to) food systems, mental health, health policy/advocacy, etc.

Partner and Resource Mapping

- Identify and recruit regional and local faith, public health, and social justice leaders to support congregations in health and wellness initiatives
- Map regional and local health partners and resources for documentation and web posting
- Assist congregations with identifying and connecting to strategic partnerships with regional and local faith, public health, and social justice programs

Administrative

- Complete program and financial reports related to program activities in region.
- Write and submit blogs to promote information regarding faith, health, and social justice
- Attend monthly staff meetings
- Assume other tasks as requested by the PHW Director and NC Council of Churches leadership

QUALIFICATIONS

Required:

- Public health/health and wellness experience
- Excellent oral and written communication skills
- Organizational and relational skills
- Self-guided and detail-oriented
- Ability to work collaboratively and respectfully with others
- Proficiency in MS office
- General agreement with the NCCC's mission for Christian unity and social justice and PHW's mission for promoting health as a practice of faith and social justice
- Willingness to undergo a background check

Preferred

- Program planning and budget management experience
- Reside in one of the designated counties
- Community, grassroots organizing
- Interest and background in food systems, mental health, or health policy/advocacy
- Experience working with faith communities and/or nonprofit organizations
- Advanced degree in public health, religion, theology or a related field
- Proficiency with WordPress, Sales Force, and iContact
- Affiliation with a faith community that is part of the NCCC's membership

* Charlotte region includes, but is not limited to, the following counties: Lincoln, Gaston, Iredell, Rowan, Cabarrus, Union, Anson, Montgomery, Richmond, Stanly and Mecklenburg.

* Wilmington region includes, but is not limited to, the following counties: Onslow, Jones, Lenoir, Wayne, Johnston, Harnett, Lee, Moore, Hoke, Scotland, Robeson, Cumberland, Sampson, Duplin, Brunswick, New Hanover, Pender, Columbus and Bladen.

HOW TO APPLY

To apply please submit resume and cover letter to jobs@ncchurches.org or by mail to 27 HORNE Street, Raleigh, NC 27607. Applications will be accepted until the position is filled, but priority consideration will be given to applications received by March 9, 2017. Please note: **PHW Regional Coordinator**, in the subject line.

For more information about the North Carolina Council of Churches, please visit www.ncchurches.org. For more about PHW, see www.healthandwholeness.org.