



Care Navigator, Access to Care Program (Nassau County, NY)

The part-time Care Navigator provides outreach and engagement efforts to engage and retain consumers in care.

Responsibilities

- Respond to all incoming phone calls in a professional manner.
- Conduct inreach/outreach and regularly demonstrate engagement efforts.
- Assist with maintenance of binder/client files.
- Maintain database, client files, and client information in a confidential manner.
- Review for eligibility/completeness and track all applications for financial assistance.
- Assist to coordinate all financial assistance applications for both counties.

Qualifications and Requirements

- Must be able to read and comprehend program materials (8th Grade Reading Level or higher).
- Must have adequate interpersonal skills in order to motivate and assist others.
- Must be able to communicate knowledgably about the local services and systems of care.
- Must be reflective of the population being served (ex: bilingual, PLWHA, African American, Latino).
- A valid driver's license and safe driving record are required.
- Must maintain valid First Aid/CPR and Narcan certification.

Work Schedule

17.5 hrs./week

Benefits

Part-time employees are eligible for:

- Vacation leave
- Sick leave
- 403(b) retirement plan with employer match

APPLY HERE