

AMERICORPS MEMBER POSITION DESCRIPTION



OUTREACH AND ENGAGEMENT AMERICORPS MEMBER

Member Name: TBD
Program Name: Iowa Community Corps
Host Site: Black Hawk County Public Health
Service Location: Waterloo, IA

Start Date: 9/25/2026
End Date: 6/17/2027
Member Term: Three Quarter Time
Living Allowance amt: \$16,000

Position Summary

The Iowa Community Corps AmeriCorps program is a statewide effort to strengthen communities through increased access to resources to support health and wellbeing. AmeriCorps members serve directly with local organizations to expand their ability to reach and support the people they serve, while gaining professional training to launch or grow a career in community health.

At Black Hawk County Public Health (BHCPH), the Outreach and Engagement AmeriCorps Member will help connect residents with trusted health information, community resources, and prevention tools that support healthier lives. By building partnerships, creating outreach tools, and leading community-facing education efforts, the member will play a key role in expanding the department's capacity to serve diverse communities across Black Hawk, Bremer, Buchanan, and Grundy counties. This position is part of the Youth Mental Health Corps (YMHC), a national initiative helping strengthen youth mental health in schools and communities while offering members hands-on experience in the behavioral health field.

Schedule: Member will serve approximately 35 hours per week, Monday through Friday, between 8am-4:30pm.

AmeriCorps Member Activities

Training & Orientation

- Get to know BHCPH programs, outreach procedures, confidentiality expectations, and safety practices
- Learn effective communication strategies, resource navigation techniques, and culturally responsive outreach methods
- Shadow staff across multiple program areas to understand local public health priorities
- Meet with the Community Health Improvement (CHIP) team to learn how community health plans are developed and implemented

Expand Community Outreach Partnerships

- Build relationships with libraries, schools, faith organizations, nonprofits, local businesses, and other trusted community locations
- Connect with partners to learn their communication needs and identify outreach opportunities
- Support community events, presentations, and approved materials placement that expand public health awareness
- Share a closing summary of partner needs and recommended next steps for BHCPH

Strengthen Outreach Systems & Tools

- Review current documentation and tracking workflows with staff
- Help create or refine tools that make outreach easier to manage and evaluate
- Pilot tracking practices for outreach activities and gather insights to improve future processes
- Organize reusable materials that staff can continue to use after the service year

Increase Youth Mental Health Awareness in Schools

- Create clear, accessible materials that explain youth mental health survey data
- Help school administrators understand data trends and how they inform student support planning
- Promote greater awareness of youth mental health needs across the community

Increase Awareness of Local Mental Health Trainings

- Explore available mental health trainings offered in the county
- Identify gaps in offerings across different audiences, such as youth, parents, educators, or first responders
- Share findings with staff to support planning and mental health initiatives

Deliver Community Health Outreach & Education

- Work with BHCPH partners to choose a public health topic, priority audience, and outreach setting
- Plan and deliver a community-facing activity related to cancer or chronic-disease prevention, risk reduction, or screening resources
- Provide resource navigation and information to community members during outreach
- Collect questions, feedback, and barriers to help inform future public health efforts

Desired Skills/Qualifications:

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| • Ability to lift 30lbs | • Basic computer skills |
| • Strong verbal and communication skills | • Interest in public health, community health, outreach |
| • Good organization and basic project coordination skills | • Experience in social and digital media |
| • Comfort engaging with diverse communities | |