



State of New Jersey

Department of Human Services

Philip Murphy
Governor
Sheila Y. Oliver
Lt. Governor
Sarah Adelman
Commissioner

The New Jersey Department of Human Services invites you to apply for the following position:

JOB POSTING NUMBER	393-22	ISSUE DATE	10/12/2022	CLOSING DATE	Continuous
TITLE	Government Representative 2 (Community Outreach Specialist)				
LOCATION	Department of Human Services Office of New Americans 222 South Warren Street Trenton, NJ 08625	RANGE	X98		
		SALARY	\$65,000.00 - \$75,000.00		
		OPEN TO	PUBLIC		
DEFINITION	Under direction of a supervisory official in the Office of New Americans, the Community Outreach Specialist will increase public awareness and education of benefit programs including Medicaid and the Cover All Kids Initiative to immigrant and non-English speaking communities. This position will be responsible for the southern area of the state and will work to strengthen and create new partnerships with community organizations, providers, and other stakeholders serving the target population with the goal of connecting eligible children and families to NJ FamilyCare.				
REQUIREMENTS					
EDUCATION	Graduation from an accredited college or university with a Bachelor's degree in public health, human services, social work or education.				
EXPERIENCE	Three (3) to five (5) years of community engagement experience leading or supporting community education and outreach efforts involving immigrant and non-English speaking communities or working with these populations in community settings including education or social services settings.				
NOTE	Preference will be given to bilingual candidates. Bilingual in any languages other than English spoken by non-English speaking New Jerseyans including but not limited to: Spanish, Korean, Chinese, Portuguese, Gujarati, Polish, French or Haitian Creole, Arabic, Russian, Italian, or Mandarin.				
	<p>The Outreach Specialist will be trained on NJ FamilyCare program eligibility and application process as well as the goals of the Cover All Kids Initiative. Main roles and responsibilities:</p> <ul style="list-style-type: none"> Promoting and raising public awareness and knowledge of NJ FamilyCare and CAK in the Southern Region of the state. Conduct outreach including training and education with targeted community-based organizations, providers, local stakeholders, schools, and other state and local agencies of NJ FamilyCare services, program eligibility, and application process. Review and analyze program participation data, as available, to identify areas for targeted outreach. 				
NOTE FOR FOREIGN DEGREES	Degrees and/or transcripts issued by a college or university outside of the United States must be evaluated by a reputable evaluation service at your expense. The evaluation must be included with your submission. Failure to submit the required evaluation may result in an ineligibility determination.				
LICENSE	Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.				
IMPORTANT NOTICE					
RESIDENCY	Effective 9/1/11, NJ PL 70 (NJ First Act), requires all State employees to reside in New Jersey, unless exempted under the law, or current employees who live out-of-state and do not have a break-in service of more than 7 calendar days, as they are "grandfathered." New employees or current employees who were not grandfathered and who live out-of-state have one year after the date of employment to relocate their residence to New Jersey or request an exemption. Current employees who reside in NJ must retain NJ residency, unless he/she obtains an exemption. Employees who fail to meet the residency requirements or obtain an exemption will be removed from employment.				
NOTE	<p>* Applicable regular or special re-employment list(s) established as a result of a layoff will be used before promotions are made.</p> <p>* This position may be eligible to participate in the Department's pilot "Telework Program", which offers eligible employees the opportunity to work remotely for up to two (2) days per week, as approved by management. Details on this, and other benefits, will be made available throughout the interview process.</p>				
DRUG SCREENING	If you are a candidate for a position that involves direct client care in one of the Department of Human Services' hospitals or developmental centers, you may be subject to pre and/or post-employment drug testing/ screening. The cost of any pre-employment testing will be at your expense. Candidates with a positive drug test result or those who refuse to be tested and/or cooperate with the testing requirement will not be hired. You will be advised if the position for which you're being considered requires drug testing and how to proceed with the testing.				
FILING INSTRUCTIONS					
<p>Forward a cover letter and resume electronically to: dhs-co.resumes@dhs.nj.gov</p> <p>You must include the Job Posting #, and Last Name in the subject line of your email. Example: (123-22, Smith)</p>					

New Jersey Department of Human Services is an Equal Opportunity Employer