AmeriCorps VISTA Immunization Outreach and Education Coordinator

Immunize Colorado (formerly Colorado Children’s Immunization Coalition)

Colorado Immunity Corps (CO-mmunity Corps)

20VSWCO001

06/01/2020 – 05/31/2021
07/06/2020 – 07/05/2021
08/03/2020 – 08/02/2021

Multiple sites available across Colorado

Healthy Futures – Access to Care

VISTA Assignment Objectives & Member Activities

PROJECT GOAL
The Immunization Outreach and Education Coordinator VISTA member will build the capacity of their host site by developing and implementing local immunization activities that promote education and access to immunizations and primary services for low-income students and families who are un- or under-insured, live in a medically underserved or rural area, and/or experience economic disadvantage; individuals experiencing homelessness and/or substance use disorders; incarcerated and formerly incarcerated individuals; and/or immigrant and refugee populations in Colorado. VISTA efforts will move people out of poverty by creating more touch points with the healthcare system, improving a community’s access to primary and preventative care visits (which can help alleviate and prevent the expensive costs associated with infectious diseases and other costly health issues), and promoting communities that are healthy, productive and thriving.

As a result of the VISTA member’s service, 100 individuals will be served through immunization outreach and/or education events, 25 volunteers will be recruited to implement the events and six organizations will receive capacity building services to improve and/or expand their programming, services, and/or communications.

OBJECTIVE
Perform assessment of community needs and assets related to immunization access and education to inform interventions (Months 1-3 of assignment)

MEMBER ACTIVITIES
1) Analyze state and local immunization data from multiple sources, utilizing tools from the Colorado Department of Public Health and Environment, Immunize Colorado, Centers for Disease Control and Prevention and others with input and support from host site and program staff.
   a) Interpret and summarize data, including methods of analysis
   b) Determine gaps in coverage and opportunities for improvement
   c) Include data on health disparities when available
## Colorado Immunity Corps VISTA Assignment Description (VAD)

**Updated:** June 4, 2020

| 2) | Assess existing community programs, organizations, events and other assets to the promotion and delivery of immunizations at the local level  
| a) | Meet with program site staff and experts to review community assets  
| b) | Meet with relevant community stakeholders such as school health professionals and administrators, local clinicians, parent engagement forums  
| 3) | With input and support from host site, propose community-specific strategies for improving vaccine education and primary care access points  

### OBJECTIVE
Implement and/or expand intervention(s) that increase demand for vaccinations at the community-level through education, outreach and/or communication initiatives. (Month 4-12 of service)

### MEMBER ACTIVITIES

1) Identify and recruit necessary stakeholders and volunteers needed for successful implementation  
   a) Recruit and coordinate subject matter experts to provide education and/or work alongside subject matter experts to develop communications, education sessions and outreach messages/materials  
   b) Coordinate roles and responsibilities across stakeholders  
   c) Manage stakeholder group communications and engagement  

2) Oversee intervention management and reporting  
   a) Utilize and/or expand use of existing technologies to enhance the success of education interventions, and for accurate vaccination reporting efforts  
   b) Coordinate event details, volunteer schedules, etc.  
   c) Collect and report aggregate data, including, but not limited to, the number of organizations engaged, the number of individuals served and outcome data from education events.  

3) Summarize intervention successes/barriers and create succession plan  

### OBJECTIVE
Implement and/or expand intervention(s) that increase access to vaccinations and connections to primary care, such as community-based immunization clinics (Month 4-12 of service)

### MEMBER ACTIVITIES

1) Identify, recruit and coordinate necessary stakeholders and volunteers needed for successful implementation  
   a) Coordinate roles and responsibilities across stakeholders  
   b) Manage stakeholder group communications and engagement  

2) Coordinate resources, logistics, and partner relationships to carry out intervention  
   a) Plan, market and provide follow-up for events  
   b) Utilize and/or expand use of existing technologies to enhance the success of education interventions, and for accurate vaccination reporting efforts  

3) Collect, analyze and report aggregate outcome data from intervention including, but not limited to, the number of people served, and the number of people immunized (if applicable)  

4) Follow-up and collaborate with stakeholders and community members to determine intervention successes and areas for future improvement. Create succession plan, if necessary.
Colorado Immunity Corps
VISTA Assignment Description (VAD)

ABOUT COLORADO IMMUNITY CORPS
The Colorado Immunity Corps (CO-immunity Corps) is a statewide AmeriCorps VISTA program managed by Immunize Colorado. VISTA members in this program complete their year of service at a local public health agency or community-based organization to support local immunization activities and public health promotion in rural and high-need areas across Colorado. Positions are available at the following sites:

- Chaffee County Public Health in Salida
- Delta County Health Department in Delta
- Garfield County Public Health in Glenwood Springs
- Immunize Colorado in Aurora
- Jefferson County Public Health in Lakewood
- Weld County Department of Public Health and Environment in Greeley

The goal of CO-immunity Corps is to 1) improve access to immunizations and linkages to primary care services through school- or community-based immunization clinics and 2) increase healthcare provider and community member educational opportunities that highlight the importance and safety of immunizations as well as how to access primary care services.

POSITION SUMMARY
The Immunization Outreach and Education Coordinator is a year-long, full-time national service position which will work closely with community partners to promote access to primary care and improve immunization rates through community-based immunization clinics and education and outreach events. With support from staff members at host sites and Immunize Colorado, the AmeriCorps VISTA Immunization Outreach and Education Coordinator will be responsible for the organization, promotion, implementation and evaluation of these interventions. This position will report to the site supervisor and Immunize Colorado Program Director. Applicants to this position should have strong communication and interpersonal skills and the ability to act independently as well as on a team. This position is a great opportunity to make a true impact on the health of communities in Colorado.

POSITION REQUIREMENTS
Eligible applicants will meet the following requirements:

- Lawful citizen, national or permanent resident alien of the US
- At least 18 years old at the time of application
- Willing to undergo and meet criteria of required criminal background check(s)
- HS diploma or GED; Bachelor’s degree strongly preferred
- Have a valid driver’s license and own vehicle (site dependent)
- Bilingual/proficient in Spanish preferred
DESCRIPTION OF DUTIES
The Immunization Outreach and Education Coordinator will:

- Develop working relationships and partnerships with key community partners such as healthcare providers, pharmacies, school health personnel, community-based organizations (such as homeless shelters, family resource centers, food banks, etc.) and local public health professionals;
- Recruit medical professionals, volunteers and subject matter experts to support immunization outreach and education events;
- Create and promote marketing materials to event-specific audiences;
- Coordinate clinic and education event logistics including supplies and data collection and evaluation tools;
- Collect, aggregate, analyze and report clinic and/or educational event data;
- Attend required trainings, including the in-person orientation, in-person mid-service training and monthly webinars;
- Conduct follow-up activities for clinic and educational events;
- Develop a community-specific framework for immunization stakeholder engagement;
- Support immunization data activities for local public health agencies

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DESIRED KNOWLEDGE, SKILLS AND ABILITIES
- Ability to work alongside local partners to advance immunization access and education as described in the position description;
- Commitment to health promotion and equity;
- College graduate with relevant coursework;
- Strong written and verbal communication;
- Highly motivated and able to work independently with moderate supervision;
- Adaptable, practical, energetic, and intrinsically motivated;
- Professional, respectful, and brings a positive attitude;
- Ability to thrive and be flexible in a dynamic environment;
- Ability to work collaboratively as a member of a team including being respectful of the needs, commitments and timelines of others;
- Strong organizational skills with ability to complete duties accurately and with attention to detail;
- Ability to process and handle confidential information with discretion;
- Skilled in data collection and analysis as well as using computer applications including spreadsheet, database and word processing software.
BENEFITS
- Living stipend dispersed on a bi-monthly basis
- Health insurance available
- Child care assistance available
- Relocation and settling in allowance
- Loan forbearance and deferment for qualified student loans
- Segal AmeriCorps Education Award upon successful completion of the program which can be used to pay educational expenses at post-secondary institutions or to repay qualified student loans
- Non-competitive eligibility status for one year following successful completion of service, which enables application to federal jobs without having to go through the standard public competitive selection process
- Professional development, networking and rich public health insurance

TRAINING
In addition to optional professional development opportunities, CO-mmunity Corps members will be required to attend/complete the following trainings:
- Two-day online orientation sponsored by Immunize Colorado
- Two-day mid-service training sponsored by Immunize Colorado in the Denver Metro area (subject to change)
- Monthly training webinars
- CO-mmunity Corps online curriculum
- Required AmeriCorps/VISTA trainings and webinars

APPLICATION PROCESS
Positions are available in counties across Colorado. Applications will only be accepted online at My AmeriCorps https://my.americorps.gov/mp/login.do.

For more information about the program, please visit https://www.immunizecolorado.org/healthcare-professionals/americorps-program or contact us at icoffice@childrenscolorado.org.