



## Outreach and Community Engagement Coordinator

Faulkner Consulting Group is looking for a qualified individual to join our team part-time, to help create and conduct the outreach efforts of HealthSource RI (HSRI), Rhode Island's health coverage marketplace. HSRI offers several enrollment periods throughout the year, including its Open Enrollment period and Special and New Enrollment periods.

With changes at the federal level, current HSRI customers and those currently eligible for coverage through HSRI are now eligible to receive additional financial help to lower their monthly coverage costs. Eligible Rhode Islanders also have more time to enroll in 2021 health coverage through our New Enrollment Period.

The **Outreach and Community Engagement Coordinator** will help refine and carry out HSRI's comprehensive outreach effort, with the goals of building strategic community partnerships, educating Rhode Islanders about HSRI's value, and referring individuals and small employers to people who can help them enroll in insurance. The **Outreach and Community Engagement Coordinator** will support HSRI's efforts to create awareness of their offerings and communicate to and connect with targeted communities across Rhode Island.

### Key Responsibilities

- Develop and maintain relationships with external organizations and agencies that will help create and maintain awareness of HSRI's offerings.
- Work with HSRI's Marketing and Communications team to execute strategic communications strategy, generate outreach leads and recruit strategic partners for raising awareness and targeted outreach.
- Coordinate and support other outreach activities, including presentations or tabling at large public events, listening sessions or neighborhood meetings.
- Track outreach activities and outcomes, updating database, metrics forms and producing reports on schedule.
- Distribute various materials, including posters, flyers, and cards to in-person locations, as needed.
- Effectively and efficiently complete other tasks, as needed.

### Qualifications

- Bachelor's degree or equivalent work experience required; combination of education and experience will be considered
- Strong interpersonal skills
- Excellent written and oral communication skills
- Creative thinking and a willingness to try new forms of outreach
- Strong proficiency in Microsoft Office Suite, specifically Word and Excel
- Proficiency with virtual meeting tools including Zoom and Microsoft Teams
- Collaborative team player and able to work independently

- Ability to prioritize duties and activities
- Valid driver's license and reliable transportation required
- Spanish language proficiency a plus
- Previous outreach or community-based work preferred
- Experience using social media and other digital platforms for outreach a plus
- Knowledge of or interest in state and federal healthcare programs, including Medicaid and other public benefits programs preferred

**Faulkner Consulting Group** [www.faulknerconsultinggroup.com](http://www.faulknerconsultinggroup.com)

Faulkner Consulting Group (FCG) is an experienced health policy consulting firm focused on the intersection of public and private programs. FCG has expertise in health care payment and delivery system models, including national and local health policy trends, federal and state health program design and state regulatory policy.

**Work Environment**

FCG is a virtual company, all work is done at client offices, in a professional office environment. Due to Covid, all Faulkner employees are currently working virtually from home. We anticipate a return to working fully in-person at our client site in East Providence, fall 2021. This position requires in state travel to various outreach events.

**Candidates:**

- Check out our website [www.faulknerconsultinggroup.com](http://www.faulknerconsultinggroup.com)
- Compensation based on experience. We offer competitive health and dental benefits, professional development reimbursement, 401K match, and paid time off.

*Faulkner Consulting Group is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, gender, sexual orientation, gender identity or expression, religion, national origin, marital status, age, disability, veteran status, genetic information, or any other protected status.*