



415 East Ohio Street, Suite 300
Pittsburgh, PA 15212
Phone: (412) 456-1877
Fax: (412) 456-1096
www.consumerhealthcoalition.org

Healthcare Navigator Allegheny County Jail

Consumer Health Coalition (CHC) is a nonprofit organization dedicated to inspiring a consumer movement to increase access to quality, affordable healthcare in Southwestern Pennsylvania. CHC is currently seeking a qualified candidate to fill an opening in our Healthcare Navigator/Allegheny County Jail programing. The employee will serve as a licensed healthcare Navigator in the Allegheny County Jail.

Job Deliverables:

- Successfully complete CMS and agency sponsored training program to become a licensed Pennsylvania Health Insurance Navigator. Complete intake and application process with consumers while maintaining the highest level of confidentiality.
- Increase awareness among our most vulnerable populations and provide them with the tools and resources needed to navigate access to healthcare.
- Effectively complete Allegheny County Jail trainings
- Meet target goals and deliverables; accurately collect data, and submit timely weekly reports.
- Conduct follow-up to ensure successful enrollment and renewal of coverage, make referrals to appropriate consumer assistance centers as needed.
- Maintain ongoing knowledge of the rules and regulations of public health programs. Also includes knowledge of federally qualified health centers and patient assistance programs. Make referrals to such programs as needed.
- Compile written reports, contribute to organization's newsletter, and other tasks as needed.
- Engage in monthly staff meetings and advocacy efforts.

Knowledge and Skills: Strong written communication and multi-tasking skills; ability to work independently; dependable and mature. Passion for assisting underserved, at-risk populations and making a difference in your community. Bachelor's degree in criminal justice, social work, public health, public administration, health administration or similar fields.

This is a full-time salaried position, low 30's, with an excellent benefits package. Must have access to reliable transportation. Comprehensive background check and fingerprinting required upon hire.

How to Apply: Please email cover letter and resume to consumerhealthcoalition@gmail.com with the subject line Navigator/Allegheny County Jail.

Consumer Health Coalition is committed to hiring qualified candidates without regard to age, disability, marital status, protected veteran status, race or color, national origin, religion, sex, sexual orientation or gender identity.