

Outreach Coordinator Job Ad – 03/21/2024

The Colorado Rural Health Center (CRHC) is seeking an Outreach Coordinator with the passion and skills to deliver high quality outreach and support to rural primary care practices throughout Colorado.

CRHC is a non-profit organization that serves as the State Office of Rural Health and has been serving the state of Colorado since 1991. CRHC's mission is to enhance healthcare services in Colorado by providing information, education, linkages, tools and energy toward addressing rural healthcare issues. By joining our dedicated team, you will help a diverse and inclusive statewide constituency of rural healthcare facilities and improve access to quality healthcare in Colorado.

As our Outreach Coordinator. You will:

- Provide timely, thorough, and relevant marketing and communications to rural hospitals, clinics, and stakeholders. Function as a key member of the team, supporting the outreach and connectivity teams with research and data aggregation.
- Maintain CRHC communication channels and resources (newsletters, website, CRM) with up to date and actionable information for members and staff.
- Coordinate program schedules, data tracking, program outreach, and research to support the Rural Connectivity Project (RCP) and team
- Spearhead membership and sponsorship renewal campaigns
- Possess proficiency with the following communication applications and databases:
 - Email marketing
 - MS Dynamics CRM software
 - WordPress web editing
 - MS Office

You should have high expectations for Colorado Rural Health Center as an employer!

Our staff enjoy autonomy to do the work they do best, and you will too. Every day, you should finish your day knowing that you have made a positive difference!

CRHC fosters a strength-based culture and focuses on developing your strengths as one of our top priorities. We strongly believe in professional development and work to promote your growth through a variety of professional training resources and opportunities to attend events that cultivate professional development. CRHC is an award-winning place of business, a certified Healthy Business Leader, recognized for its culture of workplace and employee wellbeing.

CRHC offers a comprehensive benefits package including medical, dental, vision, FSA, 401(k), Disability insurance, generous 20 PTO days initially with incremental increases in year 3, 5 & 9, plus 11 paid holidays per year, wellness program, and a variety of supplemental options including accident, ID theft and legal plans.

CRHC supports employee professional development by providing discretionary funding to employees to assist in their individual career growth.

CRHC is an Equal Opportunity Employer, and we value an equitable and inclusive workplace and seek candidates with diverse backgrounds and abilities.

CRHC recognizes that many factors impact the health of individuals and communities, including geography, income, and race. We recognize the existence and power of historical and ongoing systematic structures that have excluded individuals from leading their most healthy lives. We are committed to repairing injustices by championing policies that recognize these inequities and foster community-led solutions. We are actively working to include diverse opinions and perspectives in our decision-making processes and advocacy work and recognize that we all live better lives when everyone has a seat at the table.

If you are truly ready to make an impact on our rural healthcare landscape, we invite to you apply for the Outreach Coordinator by submitting your resume and cover letter on Indeed at <https://www.indeed.com/cmp/Colorado-Rural-Health-Center/jobs>.

Compensation range for this position is \$24.00-26.00 hourly and is commensurate with depth of experience and overall qualifications. CRHC is a Remote-First work environment. This position requires occasional travel to in-person meetings.

CRHC employees are required to be vaccinated against COVID-19.