



MN Sure Navigator Job Announcement:

**Northwest Community Development Center
1819 Bemidji Ave N
Bemidji MN 56601**

PRIMARY PURPOSE:

This position assists people to enroll in a MNsure health insurance plan, by conducting outreach to promote health insurance access, provide navigation assistance in enrolling people into a health plan, playing a leadership role within agency in promoting integrated/point of service outreach, and serves as the agency's primary Navigator.

PRIMARY RESPONSIBILITIES:

- Conduct MNsure outreach to educate community members about the availability and importance of securing healthcare insurance.
- Assist in developing an agency outreach plan that focuses on both the importance of having healthcare coverage
- Responsible for coordinating and overseeing the outreach efforts.
- Works with agency staff to encourage promotion of MNsure Navigation services and serving as the point person for all agency staff referrals.
- Provide screening and one-on-one assistance to diverse individuals enrolling in MNsure health insurance plans.
- Proactively participates in agency facilitated collaboration meetings, regularly sharing output, outcomes and best practices with agency's collaboration member agencies
- Represent and promotes the agency's mission and programs in a variety of public settings (outreach sites, events, organizations, referring agencies, etc.).

SKILLS/KNOWLEDGE REQUIRED:

- College degree or equivalent experience in human service related field
- Minimum of three years' experience in, or related to, career planning and employment services, including direct career counseling
- Experience in career development strategies for diverse higher education populations.
- Minimum of one year of progressively responsible experience in technology applications.
- Demonstration of an understanding, appreciation and awareness of the cultural, social and economic diversity within the community being served

Resumes should be emailed to Collette Maxwell at collette.maxwell@nwicdc.org