The Alameda County Building Blocks for Health Equity Unit (BB4HE) Unit’s Collaboration and Communications Specialist will spearhead project planning activities for the Building Blocks Collaborative (BBC) as well as Communications for the BB4HE unit. The BB4HE unit is nationally recognized for putting theory into practice, working collaboratively with other sectors to transform the way we define and promote health, and to address inequities in the social, economic, and physical environments that shape peoples’ lives and their health in Alameda County.

The Building Blocks Collaborative, within the BB4HE Unit, is a multi-disciplinary learning community founded in 2009 with an eight-person volunteer steering committee that challenges community and non-profit groups, city and county government, and elected leaders to embrace a broader understanding of the root causes of poor health – and to work together to solve them. Building Blocks Collaborative brings together people with the ideas, connections, and skills we need to spark ideas and to create conditions where every child – in every neighborhood – can thrive. BBC is a place to spark innovation, work across silos, and get refreshed.

The **Collaboration and Communications Specialist** will lead collaboration of the Building Blocks Collaborative under the direction of its steering committee, and communication efforts for BB4HE overall. This position is a member of the Building Blocks for Health Equity Unit within Family Health Services’ Maternal Paternal Child and Adolescent Health and will report to the Building Blocks for Health Equity Manager. [www.acphd.org/building-blocks]

**The Collaboration and Communications Specialist’s duties include the following:**

- Building and maintaining relationships and networks within Alameda County in order to keep a finger on the pulse of what’s timely and important to the community with regard to health equity
- Translating timely topics into BBC collaboration opportunities;
- Spearheading the bi-monthly Building Blocks Collaborative meeting;
- Planning and facilitating the Building Blocks Collaborative’s dynamic volunteer steering committee;
- Creating and using evaluation tools to measure impact;
- Maintaining communication with BB4HE’s friends through various communication channels, including social media and Mail Chimp;
- Supporting BB4HE outreach activities with clear, community-friendly communication materials;
- Writing abstracts and other publications for national audiences;
- Crafting communication strategy for BB4HE’s projects;
- Actively seeking out opportunities for BB4HE to engage in public forums;
- Leading BB4HE internal trainings on collaboration, ISMs (sexism, racism etc.), communication skills and other related topics.

**A competitive candidate will have:**

1. Positivity, a can-do attitude, creativity, and enthusiasm for working collaboratively
2. Strong written and oral communication, including the ability to communicate effectively with community residents and various stakeholders (community-based organizations, government, etc.) across disciplines
3. Strong record of success engaging a variety of cross-sector stakeholders and managing cross-functional teams; ability to relate to a wide variety of diverse audiences with varying interests
4. Strong emotional intelligence and empathy
5. Inherent networker and in the know—able to keep a finger on the pulse of the “equity world” and create direction within potentially ambiguous environments
6. Exceptional written and verbal communication skills with ease in public presentations
7. Ability to be self-reflective, and devoted to building partnership
8. Have an understanding of race, power, and privilege and exhibit cultural humility and competency
9. Creatively resourceful in creating novel solutions to complex problems;
10. Persistent in obtaining information
11. Ability to balance a fast-paced unit within an older, bureaucratic entity
12. Experience with utilizing social media (Twitter, Facebook, Instagram, etc.) to support and promote a project or program

Minimum Qualifications:
- Education: Bachelor’s degree, with focus in public policy, economics, public health, social welfare, or related fields, Master’s degree preferred
- Experience: equivalent to three years of full-time work
- Demonstrated commitment to racial equity and social justice

This position will begin as a temporary position. The county will open permanent recruitment for competitive applicants in 2016.

Salary range for this Program Specialist designated position is: $59,321-$87,588.

Please send a resume, two writing samples (popular), and cover letter describing your interest and experience to Jessica Luginbuhl at Jessica.luginbuhl@acgov.org by November 20. This position is open until filled. Interviews will be scheduled on a rolling basis.