

JOB ANNOUNCEMENT
Health Care Navigator and Somali Interpreter
For Posting Only

Mid-Minnesota Legal Aid (Legal Aid) is seeking a health care navigator and Somali interpreter for its St. Cloud office. This position is a full-time grant-funded position. It is offered for one year; however, ongoing funding is being sought.

BACKGROUND: Legal Aid's St. Cloud office provides civil representation to low-income people in nine central Minnesota rural counties. Senior Law and Health Care Outreach are provided in additional counties. The office receives funding from a variety of public and private sources and enjoys strong support from the organized bar. Legal Aid does not receive funding from the Legal Services Corporation. St. Cloud is a city of 66,000, located 65 miles northwest of Minneapolis/St. Paul. There are three area colleges, community theaters, a thriving arts community, and easy access to state parks and the Lake Wobegon Bike Trail.

RESPONSIBILITIES: Responsibilities include: conducting initial client intakes; advising them of healthcare coverage options; assisting them with initial applications, follow-ups and annual renewals; maintaining information in a case management database system; conducting community outreach and education; assisting other agency staff with interpretation for Somali-speaking clients; translating documents from English to Somali; and performing other tasks as needed.

QUALIFICATIONS: Applicants must be detail oriented; be proficient with Microsoft Office and Windows; have the ability to relate to the client community; and be self-motivated. Somali language ability, written and spoken, is required. Travel to outreach sites may be required. Legal training, knowledge of community resources, experience with case management software, and experience with diverse populations are helpful. The ability to multi-task and work well under pressure is important.

HOURS/SALARY: Starting salary is \$16.45 to \$16.84 per hour, DOE. Benefits include vacation, sick leave, family medical, life insurance, and short-term and long-term disability insurance.

DEADLINE: Applications due by June 27, 2018. Late applications may be accepted until position is filled.

START DATE: As soon as possible.

APPLICATIONS: Cover letter and resume should be submitted online at: www.mylegalaid.org/jobs.

No calls please.

Legal Aid is an equal opportunity/affirmative action employer.