

COMMUNITY-CAMPUS COORDINATOR POSITION

The core focus of this position is to facilitate partnerships with community partners in the Chicagoland area (including community, faith-based, and patient advocacy organizations; public agencies; coalitions) to establish and deepen trusting relationships and meaningfully engage partners for collaborative research partnerships that improve health equity in Chicagoland.

The **Alliance for Research in Chicagoland Communities** (ARCC) is a program of the **Center for Community Health** (CCH) and serves Northwestern's Institute for Public Health and Medicine (**IPHAM**) and the Northwestern University Clinical and Translational Sciences Institute (**NUCATS**). Guided by a steering committee of community- and faith -based organizations, public agencies and Northwestern researchers, we support the full spectrum of community-engaged research by providing partnership facilitation, capacity-building workshops, one-on-one technical assistance, seed grants, and advocacy for supportive institutional policies. We support the **CCH Principles of Engagement** in our approach and research we support.

Specific Responsibilities:

- Establishes and maintains key relationships and ongoing linkages between and among current and potential community and academic partners. This includes:
 - independently identifying possible community partners, attending and representing ARCC at community meetings, and building professional relationships;
 - systematically tracking partner communication, interests and involvement;
 - brokering relevant connections and referrals to resources and people; and
 - serving as liaison between community partners, academic partners, and ARCC;
- Assists with development of core training, capacity building, and technical assistance resources for community and academic partners. Manages and delivers training and networking sessions on community engagement strategies, research design principles, and dissemination strategies for community stakeholders and research partnership teams. Share resources and evidence-based best practices;
- Proactively identifies opportunities to achieve ARCC strategic objectives. Includes building, supporting, and participating in relevant external networks and initiatives;
- Coordinates and supports ARCC Community-Academic **Steering Committee**;
- Serves as key member of ARCC and CCH leadership teams;
- Performs other related duties as required or assigned (some may be evening or weekend hours).

This position works primarily off-campus, across a broad range of Chicagoland communities. Requires personal vehicle for transportation.

Minimum Qualifications:

- Bachelor's degree in Public Health, Social Services/Social Work, Counseling, Psychology or related field or equivalent combination of education, training, and experience from which comparable skills can be acquired;

- Strong community connections and experience in working with Chicagoland African American communities;
- Grassroots advocacy/community organizing/coalition building or similar experience;
- Knowledge and familiarity of Chicagoland communities including community priorities, and local issues/history, politics, and community engagement in an academic health/medical setting;
- Great communication and interpersonal skills, including public speaking, group facilitation, and writing. Able to interact effectively and tactfully with a broad range of people (e.g., grassroots leaders, community residents, government officials, teachers, physicians); persuasive and diplomatic; assertive, with the confidence to talk to people at all levels.
- Reliable and able to work both independently and as a team member; resourceful, able to plan own workday, set objectives and identify new opportunities as they arise.
- Ability to establish priorities and react promptly to large variety of requests, sometimes with short deadlines.

Preferred Qualifications:

- Master's degree;
- Experience working within Chicago-based community health or service agency;
- Understanding and/or experience with community-engaged research project or partnership and/or in university/academic setting.

To apply for this position, Northwestern Job ID 35754: <https://bit.ly/2FY8dBe>

Learn more about ARCC at www.ARCOnline.net