

**Healthy Start Coalition of Hillsborough County**  
**JOB DESCRIPTION**

**Adolescent Health Peer Navigator**

**GENERAL SUMMARY:**

Serves as a peer navigator to help connect teens and young adults to available health services, including mental health and community resources. Functions as a liaison between adolescents/teens and local community resources to increase access to and awareness of adolescent health services, education and other community services/supports in Hillsborough County.

**PRINCIPAL CRITERIA and STANDARDS FOR PERFORMANCE:**

- Provides health “navigation” services to identify care providers, and to connect adolescents/teens with appropriate care based on need.
- Identifies and addresses barriers to care, including transportation, insurance, language, and coordinates and/or refers youth for additional supports as necessary.
- Provides follow-up with adolescents/teens and service providers to ensure linkage to services/supports.
- Provides information and connection to services in a fair, accurate and impartial manner and adheres to HIPAA Guidelines.
- Facilitates adolescent risk screening at multiple clinical and community sites, including appropriate referral, follow-up, data entry, and referral tracking.
- Contacts providers and partners regularly, develops new partnerships within the community, and establishes/maintains referral partnership agreements.
- Investigates new resources available to teens and young adults in Hillsborough County, and maintains accurate and updated resource directory.
- Supports youth-serving organizations in testing innovative approaches to implementing adolescent risk screening and navigation of mental health services.
- Partners with youth-serving agencies to develop educational events, trainings, and targeted social media, marketing and outreach strategies.
- Other tasks as requested.

**KNOWLEDGE, SPECIAL SKILLS, and PHYSICAL REQUIREMENTS:**

- Bachelor’s Degree preferred with demonstrated experience in outreach and developing community-related relationships.
- Coursework and/or work experience in public health, social services, adolescent health, or community engagement preferred.
- Bilingual (proficient in English and Spanish) preferred.
- Lived experience with mental health challenges and/or navigating and engaging with health and wellness services in the community.
- Willingness and ability to work with youth from a variety of racial, cultural, social, and economic backgrounds with various lifestyles, sexual orientations, and of all genders.
- Intermediate computer skills (Excel, Word, Power Point, Email) required.
- Self-starter, well organized, excellent written and verbal communication skills.
- Ability to work a flexible schedule that may include evenings and weekends.
- Must have reliable personal transportation, insurance and valid State of Florida Driver’s License.
- Clearance on Level II Background Check.

**SERVICE EXCELLENCE STANDARDS:**

- Exhibits a total commitment to maintaining high quality service standards of the Healthy Start Coalition.
- Functions as an effective team member in accordance with agency policies and procedures.
- Demonstrates professionalism in dealing proactively with clients, supports, providers, and the Board and general public.

Part-time: Starting salary range \$35K - \$38K (32 hours plus benefits package).

EOE/DFWP/Smoke-free workplace/campus. Email resume to [jobs@hstart.org](mailto:jobs@hstart.org).