



Department of County Management  
**MULTNOMAH COUNTY OREGON**  
 Central Human Resources  
 Multnomah Building -- 501 SE Hawthorne, Suite 300  
 Portland, Oregon 97214  
 (503) 988-5015 Phone

To: Ronnie Meyers, CHS, Health  
 From: Olga Ward/Candace Busby, Classification and Compensation Unit (503/3)  
 Date: September 1, 2011  
 Subject: Reclassification Request # 1776 (1 new FTE)

*Olga Ward* *Candace Busby*

We have completed our review of your request and the decision is outlined below.

**Request Information:**

Date Request Received: August 16, 2011	Position Number: TBD
Current Classification: n/a	Requested Classification: Community Health Specialist 1
Job Class Number: n/a	Job Class Number: 6046
Pay Grade: n/a	Pay Grade: 10
Request is: <input checked="" type="checkbox"/> Approved as Requested	Effective Date: September 1, 2011
Allocated Classification: Community Health Specialist 1	Job Class Number: 6046
Pay Range: \$31,633.20 - \$38,920.32 Annually	Pay Grade: 10

This classification decision is subject to all applicable requirements stated in MC Personnel Rule 5-50 including the provision that Central HR may re-evaluate the classification decision up to one year from the date of issue to ensure duties and work are being carried out as originally described. Further, this allocation may require Board of County Commissioners' approval, and so this decision is considered preliminary until such approval is received.

**Position Information:**

Vacant - see New/Vacant Section       Represented

**New/Vacant Position Information:**

If the position is vacant or incumbent not reclassified with position, position must be filled in accordance with the normal appointment procedures. If position is reclassified due to reorganization, a limited recruitment process may be conducted. Please consult with the Department Human Resources Unit for assistance.

**Reason for Classification Decision:**

This new Bilingual Spanish 1.0 FTE position is funded through a new grant from the Oregon Health Authority. Together with a Health Educator, this position will help implement an evidence based intervention focusing on prevention of sexually transmitted diseases and unplanned pregnancies among the Latino youth. This position will complete mandated training necessary to provide approved health education and information; develop and maintain relationships with community partners who work with Latino youth and their families; work with Health Educator to organize and recruit youth to health education and information activities; facilitate interactive workshops following educational/core message guidelines and approved curricula; and assist the Health Educator in adapting educational guidelines and materials to be culturally relevant.

This position differs from the work of Community Health Specialist 2 in that, in addition to being a member of the community being serviced, the latter requires at least two years of experience as Community Health Specialist 1 or similar role and education equivalent to High School graduation. This position also differs from the work of Health Educator in that the latter is a fully proficient, journey level class that independently plans, performs, researches, evaluates, and coordinates health education training and services for clients and for the community at large. Community Health Specialist 1 works in partnership with other experienced professionals, such as Community Health Nurse or Health Educator, while Community Health Specialist 2 performs work with a greater degree of independence. This class requires no prior experience as the assignments can be learned with on-the-job training. It is, however, required that the incumbent be a member or has close affiliation with the community being served. The duties, responsibilities, and qualifications as described best fit the Community Health Specialist 1 (6046) classification.

If you have any questions, please feel free to contact Olga Ward at 503-988-5015 ext. 22747.

cc: Kathleen Fuller-Poe, HR Manager      Melissa Dailey, HR Analyst  
 Joan Sears, HR Maintainer      Bryan Lally, Local 88