



Department of County Management  
**MULTNOMAH COUNTY OREGON**  
Human Resources

Multnomah Building  
501 SE Hawthorne, Suite 300  
Portland, Oregon 97214  
(503) 988-5015 Phone

To: Lynne Wiley, Health Department - Rockwood Health Center  
From: Candace Busby, Classification and Compensation Unit (503/3/300)  
Date: October 29, 2010  
Subject: Reclassification Request #1626 (New)

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

**Request Information:**

Date Request Received: October 26, 2010	Position Number: TBD
Current Classification: N/A	Requested Classification: Community Health Specialist 2
Job Class Number: N/A	Job Class Number: 6047
Pay Grade: N/A	Pay Grade: 15

Request is:  Approved as Requested      Effective Date: October 28, 2010

Allocated Classification: Community Health Specialist 2	Job Class Number: 6047
Pay Range: \$36,644.40 to \$45,121.68 annually	Pay Grade: 15

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 bilingual Spanish position will plan and share interactive culturally appropriate health education classes and presentations with a variety of groups. The position will assess strengths and needs of the community and develop outreach plans with community partners; and coordinate and collaborate with community partners in referring clients to appropriate health and social service agencies. The position will also develop and maintain effective working relationships with team members and assigned communities and participate in regular team, group and individual case conferences. The purpose of Community Health Specialist 2 is to develop and conduct activities designed to protect and improve community health; to provide health information, advocacy, social support and assistance in using the healthcare system to groups and to families. Qualifications for this position are equivalent to a high school diploma and two years of experience providing community outreach or health services and programs to diverse populations. The purpose, responsibilities and qualifications of this position are consistent with Community Health Specialist 2 (6047).

If you have any questions, please feel free to contact me at 503-988-5015 ext. 24422.

copy: Kathleen Fuller-Poe, HR Manager  
Joan Sears, HR Maintainer  
Class Comp File Copy

Melissa Dailey, HR Analyst  
Bryan Lally, Local 88