



# SEPA Mujer

SERVICIOS PARA EL AVANCE DE LA MUJER  
SERVICES FOR THE ADVANCEMENT OF WOMEN

POSITION TITLE: Health Communication Specialist

REPORTS TO: Program Officer

Hours/Week: 40 hrs (Full Time)

FLSA Definition: Exempt

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## About SEPA Mujer

Since 1993, SEPA Mujer has provided safe spaces for empowerment, leadership development, civic engagement, and legal assistance as the only Latina Rights Organization dedicated to social change, women's rights, immigrant rights, and other issues by way of unique training, workshops, monthly meetings, presentations, tabling, press work, and action-oriented engagement.

## About the Role

The Health Communication Specialist plays a crucial role in promoting health equity and community engagement within the SEPA Mujer community. This position requires strong communication, creative, and interpersonal skills with a focus on developing and implementing effective health communication strategies.

## Responsibilities:

- **Health Communication Strategy Development:**
  - Develop and implement comprehensive health communication strategies to promote health equity and engage the community.
  - Create engaging and informative health education materials, including flyers, brochures, social media content, presentations, and multimedia content (podcasts, videos).
- **Workshop Development & Facilitation:**
  - Develop and deliver engaging health education workshops for both community members and healthcare providers.

- Collaborate with program staff to integrate health communication strategies into existing programs.
- **Community Outreach & Engagement:**
  - Conduct grassroots outreach to promote health equity initiatives and engage community members.
  - Partner with local health organizations (e.g., Sun River Health, Stony Brook Medicine, Northwell Health) to disseminate health information and connect community members with resources.
- **Media Relations:**
  - Build and maintain relationships with local media outlets.
  - Develop and disseminate press releases and other media materials.
  - Represent SEPA Mujer at community events and conferences.
- **Data Collection & Evaluation:**
  - Track and analyze the reach and impact of health communication campaigns.
  - Collect and analyze feedback from community members and stakeholders.

### **Qualifications:**

- Bachelor's degree in public health, communication, journalism, or a related field.
- 2+ years of experience in health communication, public relations, or a related field.
- Strong writing, editing, and communication skills (both written and verbal) in English and Spanish.
- Experience in developing and delivering presentations and workshops.
- Proficiency in graphic design software (e.g., Adobe Creative Suite) a plus.
- Experience with social media marketing and content creation.
- Excellent interpersonal and communication skills.
- Strong commitment to health equity and social justice.
- Proficiency in Microsoft Office Suite.

### **Benefits:**

- Competitive salary and benefits package.
- Health insurance coverage after three months of employment.
- Vision and Dental insurance coverage.
- Flexible Spending Account (FSA)
- Annual Paid time off and holidays: 10 PTO days, up to 5 additional days for sick time, and 11 holidays per year. (see handbook for details). Five additional PTO dates will be offered as a Wellbeing / self-care package.
- Professional development opportunities.
- A dynamic and inclusive work environment.

- The summer schedule, including Fridays off, is evaluated annually by the Board of Directors and the Executive Director.
- Holiday Vacation: The office is closed from December 24th to January 1st.

**To Apply:**

Please submit your resume and cover letter to [jobs@sepamujer.org](mailto:jobs@sepamujer.org) with "Health Communication Specialist" in the subject line.

**Deadline to Apply:** January 30th, 2025

**Equal Opportunity Employer**

*SEPA Mujer is an equal opportunity employer and values diversity. We encourage all qualified candidates to apply, regardless of race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or veteran status.*