

**JOB POSTING – Community Health Worker & Language Access Hub
Interpreter/Translator – Central Virginia Health District (Includes Lynchburg City,
Amherst, Appomattox, Bedford, and Campbell Counties)**

Purpose of position: The translator/interpreter will assist the Community Health Worker & Language Access Hub by providing language services to facilitate clear and effective communication with individuals with limited English proficiency. This role supports public health initiatives by ensuring equitable access to programs and services offered by the Central Virginia Health District and other adjoining agencies, focusing on community outreach, cultural understanding, and administrative support.

Job Responsibilities:

Interpretation & Translation

- Provide real-time interpretation (English/Spanish) during community programs, outreach events, and client interactions
- Translate written materials, including outreach materials, program guides, and other public health communications, ensuring accuracy and cultural relevance
- Assist clients with completing necessary forms or navigating public services in their preferred language

Program Support

- Collaborate with Community Health Workers to identify resources and services for clients, addressing language and cultural barriers
- Provide culturally relevant education and information about public health programs and resources in group and individual settings
- Develop new materials and translate existing resources to meet language needs
- Promote and attend outreach events, particularly those targeting the Hispanic community

Cultural Awareness & Sensitivity

- Foster cultural understanding between staff and the diverse populations served by the health district
- Conduct training sessions for staff and partners to improve cultural competence and awareness of community needs

Qualifications:

Required Skills and Experience

- Bilingual proficiency in English and Spanish (verbal and written)
- Strong experience in interpretation and translation in community-based settings
- Familiarity with outreach programs, community engagement, and public services

- Ability to effectively communicate complex information in a clear, culturally appropriate manner

Education and Certifications

- High school diploma or equivalent (required); additional coursework in interpretation, language studies, or community outreach (preferred)
- Valid driver's license and reliable transportation; ability to travel to counties

Key Attributes

- Strong interpersonal, organizational, and problem-solving skills
- Ability to work independently and adapt to changing priorities
- Culturally sensitive, with a non-judgmental approach to serving diverse populations

Full-time, up to 35 hours per week (workday/times vary to cover after hours and weekends when needed). Pay rate: \$20 - \$22 hourly. This is a grant funded, contract position (funding anticipated to end 9/30/2026).

We use 22nd Century Technologies as the temp agency for contract positions. They offer limited benefits and 5 days of PTO after 1800 hours of time worked.

Travel within district is required and mileage is reimbursed per the IRS mileage rate (currently 67 cents/mile).

Send resume and cover letter to Zakiya Tavernier at zakiya.tavernier1@vdh.virginia.gov by 1/9/2025.