



**Position:** PDG Specialist/ Community Health Worker  
**Department:** Nursing  
**Location:** Richfield or Manti  
**Status:** Full Time, Benefitted  
**Salary:** \$19.03-\$22.06, DOE  
**Open:** 3/18/2026  
**Closes:** First review of applications on 4/2/2026

**JOB SUMMARY:** Under the supervision of the Director of Nursing, delivers outreach, education, and care coordination for families with children from birth through age eight. Engages families to assess needs, promote healthy child development, and link them with community, healthcare, and early childhood services. Cultivates partnerships with local agencies and referral sources to increase awareness of resources. Facilitates developmental screenings and ensures families receive timely follow-up and coordinated support.

### ESSENTIAL FUNCTIONS

- Conduct outreach to families with children birth through age 8, actively educating them about available services and supports.
- Receive and process referrals from families, providers, and community partners to ensure timely assistance.
- Engage with families to assess needs and concerns and deliver care coordination.
- Develop, document, and update personalized care plans with families, aligning support with their goals.
- Connect families to local services and resources, facilitating referrals to specialized or regional programs as needed.
- Promote and facilitate developmental screenings (ASQ), helping families interpret results and take next steps.
- Build and sustain partnerships with community agencies, sharing information and enhancing awareness of early childhood services.
- Maintain accurate, confidential records and track program data and outcomes to measure impact.
- Participate in required meetings, training, and reporting, contributing to program improvement and compliance.

### MINIMUM QUALIFICATIONS

- High school diploma or equivalent
- Experience working with families, children, or community members in a supportive, outreach, or service role
- Strong communication and listening skills, with the ability to build trust and rapport with families in a culturally responsive manner
- Communicate in a clear, respectful, and culturally responsive manner
- Comfortable reaching out to families by phone, in person, and through community events
- Ability to maintain accurate notes and protect confidential information
- Basic computer skills and ability to learn data entry and tracking systems

- Ability to work independently, manage time effectively, and follow up with families
- Valid driver's license and ability to travel throughout the service area

### **PREFERRED QUALIFICATIONS**

- Experience as a Community Health Worker, peer support worker, family advocate, or similar role
- Knowledge of early childhood development or parenting resources
- Familiarity with local healthcare, social service, or early childhood programs
- Speak fluent Spanish or can proficiently utilize translation technology

This description lists the major duties and requirements of the job and is not all-inclusive. Applicants may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills. Duties, responsibilities, and activities may change at any time.

**To Apply:** Applications may be obtained from the Central Utah Health Department Richfield office or at [centralutahhealth.gov](http://centralutahhealth.gov). Completed applications can be submitted in person, by mail to Angie Knaphus at 70 Westview Drive, Richfield, Utah, 84701; or via email to [aknaphus@centralutahhealth.gov](mailto:aknaphus@centralutahhealth.gov). Applications must be received by close of business on the date of first application review in order to be considered. Hours of operation are Monday through Thursday 7:30 AM to 5:30 PM. For more information, contact Alicia Beckstead at (435) 896-5451 ext 322.

*Central Utah Health Department is an Equal Opportunity Employer.*