



EMPLOYMENT OPPORTUNITIES

We are seeking detail oriented and self-motivated individuals who are interested in making a difference in the community to join our team. The Bristol HEZ brings together existing organizations, stakeholders, and partners that focus on the health and well-being of the community into a formal, sustainable collaborative. Bristol HEZ is funded by the Rhode Island Department of Health and operates out of Bristol Parks & Recreation/Town of Bristol. For more information, see <https://www.bristolhealthequityzone.org/>

Desired Qualifications

- Knowledge/experience of health equity
- Experience/Knowledge of Bristol's Portuguese community, Seniors and residents with low to moderate income levels
- A resident of Bristol or surrounding communities

Applicants who possess qualifications for both positions are encouraged to apply - positions can be bundled.

FISCAL DIRECTOR

Requirements:

- Demonstrates fiscal management experience

Key Responsibilities:

- Development of budget narratives/tables to accompany Scope of Work to RI DOH
- Grant management/close out
- Coordination with Town of Bristol Deputy Treasurer
- Oversight of monthly reimbursement requests to the state

Start date: Training to begin in June, position, full position to start July 1, 2021

Compensation: Up to \$30/hr for 15 hours/week, flexible hours

MARKETING/SOCIAL MEDIA COORDINATOR

Requirements:

- Demonstrates marketing and grant acquisition/management experience

Key Responsibilities:

- Coordinating marketing operations
- Managing Social Media
- Updating websites

Start date: July 1, 2021

Compensation: Up to \$25/hr for 10 hours/week, flexible hours

Applicants who possess qualifications for both positions are encouraged to apply - positions can be bundled.

To apply: Send cover letter, resume and the names and contact information of two references by April 30, 2021 to:
hezteam@bristolhealthequityzone.org

Bristol Health Equity Zone
A Bristol Parks and Recreation Initiative
Quinta-Gamelin Community Center
101 Asylum Road, Bristol, RI 02809