

Healthcare and Public Benefits Enrollment Navigator and Community Educator

About the Legal Aid Justice Center

LAJC is a nationally recognized anti-poverty nonprofit committed to battling poverty and injustice through individual legal representation, group and class action litigation, community organizing, policy advocacy, and media relations. From its offices in Charlottesville, Richmond, Petersburg and Falls Church, LAJC is a fierce advocate for low-income clients and communities in Central and Northern Virginia, and its work broadly impacts the entire state. Just in the past year, our team of attorneys and organizers won a class-wide injunction ordering healthcare reforms in a women's prison, persuaded Virginia to enact the first COVID-19 specific workplace safety standards in the nation, worked successfully in partnership with community leaders to demand police accountability, and won major legislative reforms regulating school policing.

Founded in 1967, LAJC provides services under four key program areas: Civil Rights & Racial Justice, Economic Justice, Youth Justice, and Immigrant Advocacy. LAJC boldly tackles issues of systemic injustice and aims to raise public and policymaker awareness of some of the most pressing challenges facing low-income Virginia residents. For more information, visit www.justice4all.org.

About the Position

We are looking for a full-time team player willing to jump right into our bustling Affordable Care Act (ACA) open enrollment sign up season November 1-December 15, and then to undertake additional outreach and organizing responsibilities year-round. We have managed a robust ACA navigation program active since 2013. Our experienced Navigators will assist in training our new recruit, and will provide remote support. This position is based out of our Falls Church office, which primarily serves low-income immigrant communities in Northern Virginia. Outside of the open enrollment period, job duties will include answering questions and enrolling eligible people in the ACA through special enrollment as needed, while also performing outreach to and organizing with local communities regarding public benefits or other issues, and assisting other LAJC community organizers in various organizing campaigns.

Note: LAJC is currently working remotely, and we are eager to provide a welcoming virtual environment for all who apply. We will provide flexibility for the applicant hired for this position to work remotely for at least the first six months after their start date. However, for this position a small amount of in-office work (with appropriate health and safety precautions) may be necessary in order to collect and scan documents from clients. If you have any questions or concerns about this, we are happy to discuss these requirements with you.

Responsibilities include:

- Engaging in outreach and education around ACA and other benefits
- Enrolling eligible individuals in ACA insurance and other benefits programs
- Working with our team of attorneys and organizers to build strength, support, and trust in local client communities.

Required Qualifications

- Strong commitment to social, economic, and racial justice
- Demonstrated experience working with individuals and/or communities directly impacted by economic and racial injustice
- A high level of professionalism and outstanding interpersonal communication skills
- Ability to work effectively both independently and collaboratively
- After hiring, the candidate must meet all state and federal requirements to qualify as an ACA navigator to ensure continued employment
- Reliable transportation
- Fluent in Spanish

Preferred Qualifications

- Familiarity with the ACA or other public benefits programs or health insurance programs
- Diverse economic, social, and/or cultural experiences

Location LAJC's Falls Church office (please see note on remote work above)

Start Date As soon as possible, but not later than October 10, 2020

Salary Salary range begins at \$44,800 and may increase depending upon relevant experience

Benefits

- Generous leave
- Excellent family health insurance
- 403(b) retirement plan & loan repayment assistance
- Personal professional development budget

Application Instructions Email a cover letter, resume, and three references to Brenda Castañeda, Legal Director of the Economic Justice Program, at hire@justice4all.org. The cover letter should highlight experience in working with low-income individuals and communities, and any experience in organizing for change and reform. The cover letter should also highlight any specialized skills, such as language fluency, organizing experience, or technology skills. If you are able to do so, please send all materials in a single PDF document saved as "[date submitted in yyyy.mm.dd format][last name][first name][position sought]," though we will consider applications received in any legible format.

The positions will be open until filled, and applications will be reviewed as they are received. Questions? Contact Brenda Castañeda, Legal Director, at brenda@justice4all.org or 434-529-1849.

The Legal Aid Justice Center is an equal opportunity employer, committed to inclusive hiring and dedicated to diversity in our work and staff. We strongly encourage candidates of all identities, experiences, and communities to apply. The Legal Aid Justice Center is committed to strengthening the voices of our low-income clients, working in collaboration with community partners, and rooting out the inequities that keep people in poverty. We strive to take on the issues that have broad impact on our client communities and to be responsive to client input. Recognizing the particular impact of racism on our clients and staff, we devote special attention to dismantling racial injustice. All applicants must be dedicated to working in and sustaining an environment that enables staff and clients to feel empowered, valued, respected, and safe. In reviewing applications, we look for evidence that applicants have experience and/or thoughtfulness in working with traditionally marginalized populations.