The Chatham Health District has two job openings for:

Part-Time, Temporary Contact Tracer

Hours: 25

Hourly Pay Rate between $19 - $30

General Description
The Chatham Health District (CHD) is taking applications for two Part-Time, Temporary Contact Tracers. This is primarily a work-from-home opportunity, but in-person training and some in-person meetings are required. Contact tracers reach out to people who have tested positive for COVID-19 to gather information on who they’ve been in contact with during the period when they may have been infectious. Contact tracers provide cases and their close contacts with guidance and instructions on appropriate next steps, and connect them with resources.

Examples of responsibilities
- Place phone calls to newly diagnosed patients and maintain patient privacy
- Follow an interview script
- Ask questions that help someone remember with whom they’ve been in close contact
- Educate cases and contacts on protocols to reduce transmission
- Collect and document necessary information into a database
- Understand symptoms, infectious periods and treatments
- Identify and report common sources of exposure or outbreaks

Supervision Received
This position works under the direct supervision of the Public Health Nurse.

Minimum Qualifications
- Bachelor’s degree or currently enrolled in a 4-year college with coursework completed in one or more of the following: Sociology, Nursing, Public Administration, Public Health, or Political Science
- Resident of Connecticut
- Access to secure, stable, high-speed internet in a private setting at home
- Secure, stable, cellular phone service (cell phone and data plan is provided by CHD)
**Preferred Qualifications**
- RN, LPN or four years of related work experience.
- Human services delivery
- Experience in a high-volume call environment
- Strong computer skills, including proficiency in Microsoft Office and cloud-based data entry systems.
- A valid Connecticut driver’s license.

This is a part time (25 hours/week), temporary (4-6 months) grant-funded position which is non supervisory and non exempt. Salary will be commensurate with experience. Maximum hourly rate reserved for candidates with a nursing degree and experience in infection control, epidemiology, or contact tracing.

Interested applicants should submit a letter of interest and resume to: Tina.lanzi@chathamhealth.org.

Questions may be directed to the Public Health Nurse, Vickie Han at (860) 365-0884 or Vickie.Han@chathamhealth.org.