

# HOT JOBS

## NYSDOH Insurance Navigator \*Maternal Infant Services Network (MiSN)\* New York State

**Overview:** MiSN Is a community based not for profit dedicated to health and wellness across the lifespan and access to health care for all. It offers programs in the Mid-Hudson region. MiSN is seeking a NYS Department of Health Insurance Navigator.

### **Duties:**

Complete NYSDOH Navigator Certification mandated trainings

Determine consumer and small business eligibility for health insurance coverage through the NYS of Health Marketplace

Enroll and Recertify applicants

Cover for other team members in various geographic locations in the Mid-Hudson Valley, at times with short notice

Ability to work one on one with diverse populations across the Mid Hudson region

Meet monthly enrollment targets

Engage in team strategies to reach eligible consumers, small businesses and sole proprietors

Promote navigator program through community and business outreach initiatives and community coalition meetings

Provide appropriate referrals to MISN Community Health Advocate program for enrollees with a grievance, complaint, or question regarding their health plan, coverage, or a determination under such plan or coverage.

### **Qualifications:**

Associates Degree or equal in experience

Experience working with diverse populations

Experience at public speaking and making presentations to consumers, agencies and employers

Experienced at conducting outreach and networking with diverse professional and consumer groups

Computer literacy required

valid drivers license, independent means of transportation for extensive travel in the region

Detail oriented

Ability to work a flexible schedule including days, evenings ,and weekend hours as assigned

Bilingual English Spanish HIGHLY PREFERRED

**Apply:** Email your resume, salary requirements, and cover letter to [resumes@misn-ny.org](mailto:resumes@misn-ny.org)