



Community Outreach & Engagement Coordinator FULL-TIME

Posting Number:	HR082112	Posting Date:	May 27, 2026	Date Available:	Immediately
Position Summary:	Three Rivers Hospital is seeking a bilingual Community Outreach & Engagement Coordinator to serve as a key extension of the Director of Public Relations & Community Engagement, providing strong onsite and local community presence throughout our service area. Working directly with the Business Development Coordinator, this role strengthens relationships with community members and - especially our large Spanish-speaking population - and supports community awareness, patient access, and long-term organizational sustainability through effective outreach and engagement. The position also assists with grant research and identifying potential programs or opportunities that may benefit Three Rivers Hospital.				
Essential Job Duties:	Represent Three Rivers Hospital as the local, in-person extension of the Director at community events and activities. Build and strengthen relationships with Hispanic/Latino community groups, faith-based organizations, schools, businesses, and civic organizations. Coordinate and attend community events, health fairs, educational forums, and informational sessions. Support public communication and messaging efforts as directed by the Director. Support community education and informational communication efforts related to hospital services, future planning, and facility needs in a neutral and non-political manner coordinated with the Business Development Coordinator. Schedule regular meetings with discharge planning teams, local healthcare providers, clinics, hospitals, and community organizations to promote awareness of Three Rivers Hospital services and strengthen referral relationships. Promote TRH services including clinic offerings, imaging, therapy, surgery, and the Swing Bed Program. Assist with community engagement activities that align with foundation initiatives and philanthropic efforts. Other duties as assigned.				
Qualifications:	Required: Bilingual English/Spanish (verbal and written). Experience in community outreach, communications, customer service, or related fields. Strong interpersonal skills and comfort with public speaking. Ability to build positive relationships with diverse populations. Valid driver's license and ability to travel locally. BLS certification. Preferred: Experience working in healthcare, public health, or community engagement. Familiarity with Hispanic/Latino community outreach. Prior experience supporting marketing or public relations work. Knowledge of Critical Access Hospital or rural healthcare environments.				
Position Wage Range:	MIN:	\$27.69	MAX:	\$38.18	Exempt Status: Hourly/Non-Exempt
Schedule:	Days:	Monday – Friday		Hours:	TBD
Department/FTE:	Public Relations	FTE:	1.00 FTE/40 hours per week		Benefit eligible? YES
Benefit Summary:	<i>Full-time benefits include: Group Medical 3-tiered plan (employee premiums on the higher deductible option is paid in full by TRH); voluntary plans for Dental & Vision offered. Dependent coverage is also available. A Health Savings Account (HSA) is an option under our group medical plan. Employer paid basic plans for Life, Long-Term Disability, & Short-Term Disability with buyup options available. Voluntary Life with a guaranteed issue. AFLAC policies are available. A Flexible Spending Account (FSA) plan is offered. Vacation and sick accrual accounts are provided. Our retirement program offers two plans as options. A complimentary 24/7 Employee Assistance Program (EAP) for all staff is available. Insurance benefits are effective the first of the month following hire date.</i>				
Physical Requirements:	Please see full Job Description in Human Resources				

INTERESTED CANDIDATES – PLEASE APPLY		HR USE ONLY
MAIL OR APPLY IN-PERSON:	Three Rivers Hospital Human Resources Department PO Box 577 507 Hospital Way Brewster, WA 98812 (509) 689-2517	
APPLY ONLINE:	www.threerivershospital.net	
HR CONTACT EMAIL:	opportunity@trhospital.net	
<i>Three Rivers Hospital is an equal opportunity employer.</i>		