

# Community Outreach and Program Support Specialist (Aging Services)

## Position Overview

We are seeking a compassionate, organized, and community-focused professional to serve as our Community Outreach and Program Support Specialist for Aging Services. In this role, you will help increase awareness of services offered through the Area Agency on Aging, support caregiver education and resources, and provide outreach and fraud-prevention education through the Senior Medicare Patrol program. This position is ideal for someone who enjoys public engagement, program coordination, and making a meaningful difference for older adults and family caregivers.

## Key Responsibilities

- Promote community awareness of Area Agency on Aging services through outreach, networking, presentations, social media, and web content.
- Provide education and outreach related to Medicare, fraud prevention, and the Senior Medicare Patrol program.
- Serve as a liaison, educator, and trainer for family caregivers, helping them connect with available resources and support services.
- Facilitate caregiver support groups and participate in community events, meetings, and training throughout the service area.
- Assist with basic reporting, database tracking, and coordination of outreach activities and program communications.

## Qualifications

- Bachelor's degree in marketing, social work, communications, healthcare, or a related field preferred.
- 1–3 years of experience in healthcare outreach, marketing, social services, or a related area preferred.
- Knowledge of social media management tools, basic website content management, and database reporting tools.
- Strong interpersonal, oral, and written communication skills, including public speaking and presentations.
- Passion for supporting family caregivers and older adults.
- Valid driver's license and ability to travel regularly throughout the Five County area, with occasional longer-distance travel for meetings and training.
- Ability to pass required background checks.

## Schedule

Up to 29 hours per week, Monday through Friday, with flexible scheduling options.

## Location

Based in St. George, Utah. Remote work may be possible; however, employees must reside within the Five County service area and be available for outreach activities, community events, in-person meetings, trainings, and periodic on-site work as required. Regular travel throughout Iron, Beaver, Garfield, Kane, and Washington counties is required.

## Pay

Starting wage range: \$22.93 per hour, commensurate with education and experience

## Benefits

Retirement Benefit/401-K, Sick & Annual Leave, Paid Holidays, option for flexible work schedule upon approval

## Application Instructions

Submit a resume via email to [jwong@fivecounty.utah.gov](mailto:jwong@fivecounty.utah.gov). Applications must be received by **5:00 p.m. on June 9, 2026**