NAPABA is seeking a passionate and skilled Education Coordinator for COVID-vaccination equity (coordinator) to manage its efforts to increase COVID-19 and influenza vaccination confidence in the Asian American Pacific Islander (AAPI) communities. NAPABA is planning to leverage its nationwide network of nearly 90 affiliate organizations to help promote vaccination confidence and overcome barriers to obtaining vaccines which range from lack of linguistically-appropriate public health information, lack of access to technology or internet connectivity, fear of immigration consequences, and mistrust in the government, all at a time when reported anti-Asian hate crimes, discrimination, and bias-motivated incidents have been surging. As NAPABA’s health care partners disseminate COVID vaccine information in linguistically appropriate and culturally sensitive ways to AAPI communities, they will be operating in some of the same communities experiencing racially motivated threats and attacks based on the falsehood that Asian Americans are somehow responsible for the pandemic.

NAPABA stands ready to help. NAPABA affiliate members across the country include trusted civic leaders in their communities. AANHPI attorneys are often relied upon by community members who require help navigating not just the legal system, but business, education, immigration, and other areas where lawyers serve as both legal and social translators, especially for those AANHPI persons with limited English proficiency.

The coordinator will work with affiliates and our health care partners to identify trusted local community voices who can amplify vaccine confidence not only from a public health aspect, but also in terms of educating AAPI persons about their rights to obtain a vaccine free of charge, without insurance, copays or other fees, in order to overcome vaccination hesitation.

In addition, NAPABA, working through its affiliates network, will support vaccine promotion efforts by deploying in tandem, hate crimes reporting toolkits, which were developed in partnership with the APIA Health Forum and translated into 25 different AAPI languages, the largest collection of its kind. This will ensure that AAPI communities have the resources to be educated and reassured on avenues of redress should they be the victims of bias-motivated attacks. NAPABA is working at the intersection between the reported rise in anti-Asian violence and the COVID-pandemic and the coordinator will also manage the distribution and dissemination of these materials.

The ideal candidate should have strong communications skills, impeccable organizational capacities, the ability to track and present data, and the ability to work with a variety of different stakeholders at the state, local, and national level, including NAPABA’s nationwide network of affiliates, various AAPI-centered community organizations, state, local, and federal law enforcement, coalition partners, and congressional offices.
SUMMARY OF FUNCTIONS
The coordinator will, under the supervision of the Policy Director, help develop and deploy community-based, culturally tailored, and linguistically appropriate messages on increasing vaccine confidence, including on the rights to obtaining COVID-19 and influenza vaccinations. The coordinator will also promote distribution of NAPABA’s jointly developed Combat Hate Crimes Toolkits. The coordinator will map distribution of resources and meticulously track data on outreach efforts on vaccine promotion and hate crimes prevention.

The coordinator will also be responsible for outreach to affiliates to collect, analyze, and record any information concerning vaccine hesitancy, as well as allegations of discrimination, or language accessibility barriers, and hate crimes and hate incidents related to COVID.

ESSENTIAL DUTIES AND RESPONSIBILITIES
• Under the supervision of the Policy Director, and working with our health care partners, the coordinator will work to develop a strategy to expand the reach of vaccine confidence messaging and anti-hate crimes toolkits to best target the particular AANHPI communities with the linguistically appropriate materials.
• Create and maintain a database and mapping of both outgoing distribution of resources, and incoming feedback on vaccine promotion and hesitancy, linguistic access to vaccine information, hate crimes, bias-motivated incidents, and other forms of discrimination related COVID-19.
• Work with affiliates to best target resources going to AANHPI speaking communities in the most practical way – whether it is identifying online message boards or social media, or putting up printed materials in physical community gathering spaces.
• Share best practices amongst affiliate networks and other stakeholders.

QUALIFICATIONS
• Public health, statistical, or legal experience preferred.
• Experience working on issues affecting the Asian Pacific American community strongly preferred.
• Exceptional writing, editing, and research skills.
• Excellent interpersonal and communications skills.
• Excellent analytical and problem solving skills.
• Excellent member-oriented ethic and ability to interact positively and effectively with a variety of audiences (including internal and external stakeholders) using written, verbal, and nonverbal communications.
• Ability to work accurately and efficiently under pressure and with multiple deadlines.
• Strict attention to detail.
• Capacity to adapt to new issues as they emerge.
• Ability to use good judgment and work independently in a multi-task position.
• Solid time management and organizational skills.
• Ability to interact effectively with staff, membership, the public, the board of directors, and volunteers.
• Fluency or ability to develop fluency with work process tools used by the team, including Slack, Asana, Box, and others.
PHYSICAL REQUIREMENTS
- Ideally situated in the DC/VA/MD area
- Remote work possible.

SALARY
This is a part-time position at $26/ hour funded through January 31, 2022.

TO APPLY
- Applications will be reviewed on a rolling basis. The deadline to apply is Wednesday, May 12, 2021.
- Please submit your resume, cover letter, three references, and a short (2 page max) writing sample in a singular PDF to admin@napaba.org with the subject line “NAPABA Education Coordinator”.

ABOUT NAPABA
The National Asian Pacific American Bar Association (NAPABA) represents the interests of 50,000 legal professionals and nearly 90 national, state, and local Asian Pacific American bar associations. NAPABA is a leader in addressing civil rights issues confronting Asian Pacific American communities. Through its national network, NAPABA provides a strong voice for increased diversity in government and the judiciary on the local, state, and federal levels, advocates for equal opportunity in the workplace, works to eliminate hate crimes and anti-immigrant sentiment, and promotes the professional development of people of color in the legal profession.