

Legal Assistance of Western New York, Inc. ®

Health Insurance E

We provide free legal aid to people with civil legal problems in western New York.

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Health Insurance Enrollment Specialist

POSITION ANNOUNCEMENT: February 2019

HEALTH INSURANCE ENROLLMENT SPECIALIST (NAVIGATOR) - Rochester, NY

Legal Assistance of Western New York (LawNY®) has an immediate opening for an Enrollment Specialist at its office located in downtown Rochester. LawNY® provides free legal and benefits assistance to low-income families and individuals. Our nearly 50 member staff includes attorneys, paralegals, outreach and enrollment specialists, and an administrative support team who work closely together to address the legal, nutritional, and health issues of low-income people in our community.

LawNY® seeks a dynamic mission-driven experienced professional staff person to provide health insurance enrollment assistance to individuals in Monroe County through New York's Health Benefit Exchange.

The Enrollment Specialist will play a critical role in implementing the key Health Benefit Exchange provision of the Affordable Care Act to ensure that all who need health insurance have access to high-quality affordable health care coverage. The Enrollment specialist will educate consumers about their health insurance options and assist them throughout all phases of the application process for the plan that best suits their needs. The specialist will also conduct extensive outreach and education for consumers who are eligible for coverage under the Affordable Care Act.

Requirements: The Enrollment Specialist must demonstrate maturity, strong interpersonal skills, and the ability to communicate with and educate consumers. Above all, candidates for the position must have a strong dedication to the principle that everyone should have access to quality health care coverage no matter what their economic or social circumstances. Access to

transportation and availability during some evenings and weekends is a requirement. Fluency in another language, such as Spanish, is a plus, but not a requirement.

Salary: Salary is dependent on experience. For example, the salary ranges from \$28,950 for (3) years of experience up to \$31,300 for (5) years of experience. In addition, we provide an excellent health and benefits package.

Applications: Please forward a resume, a cover letter describing your interest and qualifications, and three references to the attention of **Lori O'Brien, Managing Attorney, by March 15, 2019**, to ensure full consideration. Applications should be sent by email to **lawnyapplications@lawny.org**.

*Legal Assistance of Western New York, Inc.® (LawNY®) is an equal opportunity employer. LawNY® encourages applications from diverse candidates. LawNY® welcomes applications regardless of race, color, religion, sex, gender identity, sexual orientation, pregnancy, national origin, age, disability, genetic information or any other consideration protected by law. This position is considered non-exempt pursuant to the Fair Labor Standards Act.

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