



VACANCY ANNOUNCEMENT

Position: HIV Community Health Worker
Department/Location: Status Neutral Service Navigation
4247 Creighton Road Richmond, Virginia 23223
Classification: **GRANT FUNDED POSITION**
Part- time (15 hours per week), Non-Exempt
Application Deadline: **Open Until Filled**

Summary and Description of Duties

The HIV Educator / Outreach Specialist is responsible for delivering health education programs & community outreach to targeted communities in order to link individuals to essential services for HIV prevention and care. Essential services include but are not limited to housing, employment, substance abuse, counseling, food, medical care, and HIV/STD testing. The HIV Educator will ensure audiences receive relevant HIV/STI-related education and services, sexual health information, and navigation to health insurance if eligible. These services will be geared towards persons at-risk for HIV within the service area of Petersburg, Prince George, and Hopewell, including but not limited to cisgender/transgender women who have sex with men, and cisgender/transgender men who have sex with men, intravenous substance use, commercial sex workers, transient individuals, men who have sex with men, those with current or past involvement in the criminal justice system, and any other persons at-risk for acquiring HIV.

PRIMARY DUTIES (not intended to be all-inclusive):

- Conduct outreach and participate in health fairs, neighborhood community activities, screenings and special events.
- Provide direct educational health programs on HIV/AIDS and STI's to targeted populations. Provides individual health education and risk reduction counseling.
- Conducts HIV counseling, and facilitates at-home HIV testing, conducts referrals to HIV care.
- Develops and maintains positive relationships with key referral sources including community-based organizations, hospitals, employee assistance programs, other substance abuse providers, private practitioners, courts, law offices, schools, and recovery advocacy groups.
- Collaborates with community agencies to strategically develop and implement plans to increase engagement in service navigation by reducing barriers to wellness and increasing access to care.
- Actively encourage and enroll new members by meeting program standards for application completion.
- Assist patients in accurately completing application(s).
- Provide follow up on all enrolled clients.



- Update client files and complete necessary data entry and filing.

Education/Experience:

- High School Diploma or equivalent required; Bachelor's Degree is preferred (human services, behavioral health, communications)
- 2 years' experience in community, healthcare, or social service settings working with diverse populations and/or underserved communities including LGBTQ+, addictions, HIV/AIDS community, intravenous substance use, commercial sex workers, transient individuals, and those with current or past involvement in the criminal justice system.
- Excellent interpersonal skills.
- Must complete necessary training as directed by supervisor.
- Must have a valid driver's license.

Knowledge, Skill, Ability and Work Difficulty:

- Comfortable discussing sexual health and risk reduction strategies.
- Knowledge of HIV, STIs, PrEP and Hepatitis C
- Strong socio-cultural identification or work experience with MSM or HIV positive persons highly preferred.
- Able to develop and maintain effective interpersonal relations, maintain confidentiality of data, information, and activities.
- Able to perform detailed, concentrated work with limited supervision.
- Working knowledge of Microsoft platforms (MS Word, Excel, PowerPoint, etc.).
- Open to adapting best practices into their work.
- Excellent verbal and written communication skills.