



HIV Outreach & Education Specialist Job Description

Outreach & Education · Prescott, Arizona

Position Summary:

Under the supervision of the Executive Director, the HIV Outreach and Education Specialist is responsible for engaging the Yavapai County community on HIV Testing, Prevention Services, and Linkage to Care. The HIV Outreach and Education Specialist will act as a liaison to other agencies and organizations including Yavapai County Community Health Services and participate on committees as requested.

As with all positions at Northland Cares, the HIV Outreach and Education Specialist supports the values and mission of Northland Cares by demonstrating personal responsibility, respect for self and others, innovation through teamwork, dedication to caring, and excellence in customer service.

JOB SKILLS AND REQUIREMENTS:

- Certified Technical Rapid HIV Tester and Ability to perform and explain rapid HIV tests in compliance with Manufacturer's instructions (experience preferred; training provided by Northland Cares in collaboration with other agencies)
- 1 to 2 years of professional experience providing health education and/or testing services for an HIV/STD prevention program. (Academic degrees in Public Health, Epidemiology, Health Education, or a closely related field may be substituted for required experience on a year-for-year basis.)
- Certification as a Pre-Exposure Prophylaxis/Post-Exposure Prophylaxis Navigator (experience preferred; training provided by Northland Cares in collaboration with other agencies).
- Adhere to Performance Standards as outlined in the HIV Testing Toolkit
- Due to the nature of this position and in accordance with CDC recommendations, HIV Testers/Trainers must display the following qualities:
 - Sincerity and commitment - A dedication to program implementation accurately, according to defined procedures.
 - Literacy – The ability to read instructions and record results is critical.
 - Organizational skills – Organizational skills are crucial to the quality HIV Outreach program management.
 - Decision-making skills – The HIV Outreach and Education Specialist must be at ease in program development and anticipate, recognize, and handle problems that might arise within the program.
 - Communication skills – The HIV Outreach and Education Specialist must be able to communicate sensitive and technical information with community organizations, as well as delivering potentially life- changing test results to clients, with a high degree of clarity, skill, and compassion.
 - Maintaining personal boundaries – due to the sensitivity required of this work, it is imperative that the HIV Outreach and Education Specialist maintains their personal boundaries as well as a sense of calm and competence to instill confidence in the person being tested.
- Professional presentation with highly developed written and verbal communication skills

- The HIV Outreach and Education Specialist must have reliable transportation in order to commute to educational and training presentations throughout Yavapai County.
- Comfortable with a variety of professional settings, including presenting material to medical and human services.
- High School Diploma, GED, or equivalent certification
- Valid Arizona driver's license and an insurable driving record
- Extensive knowledge of road safety regulations
- Ability to utilize maps and GPS systems
- Ability and willingness to drive a Sprinter van daily
- Ability to perform rapid HIV tests in compliance with manufacturer's instructions
- Ability to perform rapid HIV test in compliance with HIV Test Performance Standards as outlined in the HIV Testing Toolkit

Preferred Qualifications:

- Familiarity with HIV/AIDS including HIV Testing and PrEP/PEP
- Medical, public health, counseling, and/or social work background
- Bilingual English/Spanish

SCOPE OF WORK:

- Develops, manages, and implements the HIV Outreach and Education program at Northland Cares, including the management of testing, tester training, PrEP/PEP, and linkage to care.
- Monitors, evaluates, and reports the Program's demographics, utilization, and performance and submits these findings to the appropriate organization or grant funding agency.
- Actively promotes HIV Education, Testing, and Prevention Services through contact with individuals, medical facilities, and organizations within Yavapai County (especially the Prescott and Verde Valley areas).
- Engages clients in and provides rapid HIV testing and PrEP/PEP referrals within established guidelines at various locations, including holding regular testing hours at Northland Cares.
 - Actively promotes HIV testing and PrEP/PEP education through contact with organizations within Yavapai County
 - Thinks and operates proactively in engaging a wider population in education for PrEP/PEP and HIV testing Engages clients in, and provides rapid HIV testing and PrEP/PEP referrals within established guidelines at various locations, including holding regular testing hours at Northland Cares
 - Provides linkage to care through; assistance with insurance enrollment referral, patient assistance program access, and monitoring of PrEP/PEP medication adherence and prescriber referral/follow-up for each PrEP/PEP
 -
 - Completes and submits required documentation for all PrEP/PEP consultations and HIV tests, per established guidelines
- Provides linkage to care for PrEP/PEP including community resource referrals, patient assistance program access, and monitoring adherence and follow-up for each PrEP/PEP client.
- Thinks and operates proactively in engaging a wider population in education for HIV testing and Chronic Disease management.
- Maintains accurate and up-to-date activity logs and reports as required and completes and submits required documentation for all HIV tests and HIV prevention consultations.
- Available evenings and weekends as necessary based on testing event schedule and acts as back up or front-line for testing events – engaging individuals to be tested, signing people up, and obtaining contact numbers for appointment alerts, etc.

- Actively pursues HIV educational opportunities and partnerships within the medical, behavioral health, and human service communities for establishing linkage to care including, but not limited, to local hospital/s, local urgent care centers, private physician offices, and medical/behavioral health care programs.
- Perform mobile testing events both at main office and within the community.

PHYSICAL REQUIREMENTS:

- Comfortable collecting blood samples using finger stick method
- Sitting, standing, and walking throughout the day for short to medium periods of time.
- Occasional lifting of 20-50 pounds
- Ability to set up tents, tables, chairs, and all supplies required at events