

SPECIAL SERVICE FOR GROUPS
JOB ANNOUNCEMENT

Form 383

Title: Health Educator
FLSA: Non-Exempt
Pay Rate: \$14.42/hour; plus comprehensive benefits

Division: APAIT
Supervisor: Associate Director
Date: 5/7/2014

Summary

Under the supervision of the Associate Director, a strong team player and people-oriented **Health Educator** will provide HIV prevention and education services to transgender women at-risk for contracting HIV in Los Angeles County. The Health Educator must have a clear understanding of behavior change practices. Experience building and/or organizing diverse ethnic and cultural communities is a must, including, but not limited to the following target populations: people of color, gay/lesbian/ bisexual/transgender/questioning community, monolingual and/or undocumented immigrants, substance users, and homeless persons, of varying ages. The Health Educator must also have the ability to build rapport with the target populations, assess individuals' risk for HIV exposure/infection, identify appropriate risk reduction strategies, and comfortably discuss sexual issues/barriers with clients. This is a full time position requiring flexible hours including evenings, weekends, and some holidays.

Essential Functions

1. Conduct outreach activities at bars, nightclubs, bathhouses, and other events/venues to promote services, recruit program participants and volunteers, and provide health education to the target populations.
2. Facilitate support groups, behavior change workshops, and skills building trainings to groups varying in size.
3. Implement programmatic scope of work at a minimum of 85% completion rate.
4. Report on intervention activities and propose strategies to address challenges in implementation and emerging trends.
5. Provide necessary programmatic documentation, including the timely completion of reports, administration of evaluation tools, and other program related assignments.
6. Assist in the coordination and participate in community events, health fairs, and festivals.
7. Represent the agency by attending local planning groups, community forums, and collaborations or consortium meetings.
8. Other projects as assigned to meet program and agency mission, goals and objectives.
9. Ability to work overtime and perform duties during weekends, holiday, and evenings when required.
10. Regular attendance.

Minimum Qualifications - Knowledge, Skills and Abilities Required

1. High school diploma or GED equivalent.
2. Basic knowledge of HIV/AIDS, and related issues.
3. Valid California driver's license, plus proof of current car insurance.
4. Reliable transportation.
5. Strong written and oral skills necessary for program narrative reporting and presentations.
6. Ability to coordinate multiple projects/tasks simultaneously in a high-pressure environment.
7. Ability to work with diverse communities including but not limited to multi-gender, ethnic, generational, lingual, dual or multi-diagnosed, etc.
8. Updated tuberculosis test (annual requirement) – read, reviewed and dated by a clinician.
9. Experience and knowledge of MS Office Outlook Software.
10. Verification of Employment Eligibility.
11. Passing of background check.
12. Great attitude and people skills a must.

Non-Essential Qualifications - Knowledge, Skills and Abilities

1. Bachelor's Degree in Social Work, Psychology or Public Health related fields or two years of direct service or HIV prevention work.
2. Relevant community health outreach training.
3. Knowledge of behavior change interventions.
4. Good problem solving and conflict resolution skills.

Supervisory Responsibilities

1. This incumbent does not have formal supervisory responsibilities.

Environmental Conditions (Working Conditions)

1. Ergonomically safe office environment with desktop computer, desk, chair, natural light from windows.
2. Outreach in nightclubs, massage parlors, bathhouses, and other outreach venues that target population frequents. Must be comfortable with environmental conditions at the outreach locations, such as noise level, aggressive patrons, substance use, etc.

Physical Requirements

1. In the course of performing this job, this position typically spends time sitting, standing, walking, carrying (max.20lbs), lifting (max. 20lbs), listening, frequent driving, and speaking.

Mental Requirements

1. This position requires someone that can accommodate to any/all of the following: constant distractions, interruptions; uncontrollable changes in priorities/work schedules; availability for on call/duty after regular working hours; and exposure to inappropriate behavior and language of others.

Application Process:

Please submit cover letter and resume by e-mail to: Peter Cruz, Associate Director at peterc@apaitonline.org. NO PHONE CALLS PLEASE.

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