

***Hyacinth AIDS Foundation
Paterson: PrEP/Mpowerment Counselor***

Under the supervision of the Prevention and CTR Managers, the Mpowerment/PrEP Counselor performs assigned duties relating to the implementation and evaluation of the Mpowerment Project in Paterson, NJ. The Mpowerment project targets Gay and Bisexual Men (GBM) between the ages of 18 to 29 in the Paterson and Passaic County area. The services offered through the Mpowerment Project include the Effective Behavioral Intervention (EBI) Mpowerment, Many Men Many Voices (3MV), and PrEP counseling, referrals, and assessment services.

Mpowerment/ PrEP Duties include but are not limited to the following:

- Recruit & Maintain Core Group Members who will make decisions on the project's guiding principles. Plan regular meetings that are fun, social, and productive.
- Conduct Informal and Formal Outreach Events that spreads a norm of safer sex, use of PrEP as another safer sex method and HIV antibody testing.
- Recruit, assess, and screen clients' eligibility for participation in regional statewide 3MV retreats, Mpowerment group activities, HIV testing and/or PrEP.
- Assist with the facilitation, coordination, and planning of two annual regional 3MV retreats.
- Facilitate and recruit participants for groups activities for both Mpowerment and 3MV programs.
- Assist with a Publicity Campaign that creates attractive informative materials that diffuses messages reminding young gay and bisexual men of the importance of safer sex, encourages HIV testing, PrEP services, group participation and seeking of medical care.
- Conduct Health Education and Risk Reduction Educational sessions at locations and venues that the target populations frequent or to community gatekeepers or providers that have access to the target population of the project.
- Manage day-to-day Drop-in Center/office activities that incorporate social, education, and community building activities.
- Perform PrEP counseling sessions that engage and identify at least 25 high-risk individuals yearly. PrEP counseling session must discuss the following: requirements of client, HIV/STI risk reduction, side effects of medication, scheduling of medical follow up, adherence plan, discussion of relationships when PrEP is no longer appropriate and 90 day follow-up after PrEP is initiated. Counselors must also assess client's health insurance status, refer clients with prior authorizations, insurance enrollment, and pharmaceutical company assistance as needed.
- Complete and maintain all necessary paperwork for evaluation and monitoring of all programs under the grant.
- Input data on a weekly basis on Eval-Web computerize data system

Professional Responsibilities:

- Attend and participate in regular staff meetings, trainings, regional MSM workgroup meetings, and supervisory conferences.
- Maintain working relationships with other community providers and gatekeepers who have access to the target population.
- Observe established administrative procedures.
- Provide monthly and quarterly written reports and maintain statistics as required.
- Ensure numerical client data is entered into assigned state reporting systems on a consistent and monthly basis as client access services
- Represent the agency at community events, meetings and conferences.
- Participate in evaluation activities based on program goals and objectives.

Qualifications:

- **Ability to work flexible hours, primarily non-traditional office hours that will include evenings and weekends.**
- Commitment to Hyacinth philosophy
- Prior knowledge and experience working in HIV/AIDS prevention with a specific focus on gay and bisexual men or other non-identified men who have sex with men (MSM).
- Must be familiar with the local young gay/bisexual men’s community. Must be able to work effectively and sensitively with homosexually active men of varying socio-cultural backgrounds and levels of homosexual identification
- Strong program development skills, with an emphasis on enhancing adolescent’s leadership skills and abilities.
- Successful and demonstrated completion of NJDHSTS Training series.
- Prior experience or training in the Effective Behavioral Interventions (EBIs): Mpowerment & Many Men, Many Voices (3MV).
- Knowledge, experience, and a nonbiased opinion regarding the administration and uptake of PrEP for high-risk individuals.
- Bachelor's degree plus two years’ experience in HIV/AIDS or related field preferred. A candidate, who has no degree but seems exceptionally suitable, will be considered if he/she has four additional years of relevant experience.
- Excellent interpersonal, oral and written communication skills.
- Strong graphic design and marketing skills are a plus.
- Bilingual abilities and familiarity with Paterson/ Passaic County areas are a plus.
- Access to currently registered car and a valid driver's license.

<i>Service</i>		<i>Community</i>	
Client Services	<i>Consistently demonstrates respect, responsiveness, and professionalism towards others while providing superior service for our clients</i>	Team Work	<i>Actively cooperates within the region and/or program and participates in the constructive resolution of conflict.</i>
<ul style="list-style-type: none"> • Treats each client as a priority 		<input type="checkbox"/> Works to minimize agency gossip and drama	

<ul style="list-style-type: none"> • Respect's each client's right to quality service, confidentiality and dignity. • Works with co-workers to ensure integration of services • Displays a welcoming, helpful attitude to clients • Processes personal boundary issues in clinical supervision and not with clients or co-workers. 		<ul style="list-style-type: none"> <input type="checkbox"/> Tries to understand the other person's point of view when there is a disagreement <input type="checkbox"/> Works with all regional staff to provide a full continuum of services to clients. <input type="checkbox"/> Understands local community resources and can make appropriate referrals. <input type="checkbox"/> Is clear and tactful when dealing with others. 	
<i>Accountability</i>		<i>Leadership</i>	
<i>Job Knowledge</i>	<i>Demonstrates understanding of objectives, duties and responsibilities in accordance with the job description.</i>	<i>Leadership</i>	<i>Assuming responsibility for one's own self in the workplace and exhibiting commitment to the client and agency.</i>
<ul style="list-style-type: none"> • Understands job responsibilities • Keeps current on skills and information needed to meet new challenges • Works with team leader/manager on areas of job responsibilities that are unclear. 		<ul style="list-style-type: none"> • Takes pride in his/her work • Advances Hyacinth's reputation for excellence. • Incorporates boundaries and ethical guidelines into decision making. 	
<i>Informing</i>	<i>Disseminating relevant information about decisions, plans and activities to team leaders and supervisors.</i>		
<ul style="list-style-type: none"> • Informs team leaders and/or managers about decisions that affect work. • Recognizes problems and complaints and informs team leaders and/or managers when necessary. 			
<i>Results</i>	<i>Delivers quality results and balances priorities to meet all project and team commitments in a timely manner.</i>		
<ul style="list-style-type: none"> • Serves as a steward of the public's trust and money. • Takes responsibility for timely decisions and actions. • Routinely checks for accuracy in his/her own work. • Evaluates how well an event or program was done (i.e. attendance and target audience specifications, asks clients to rate effectiveness, asks people what was good and what can be better next time). 			

The Hyacinth AIDS Foundation is an Equal Opportunity / Affirmative Action Employer and will consider all qualified applicants without regard to sex, race, creed or religion, color, national origin, age, ancestry, disability, or veteran, sexual orientation or marital status.

Please send cover letter and resume to: Sonji West at Swest@hyacinth.org

