



Los Angeles Centers for Alcohol and Drug Abuse (L.A. CADA)
Allen House & Youth Prevention Supportive Services | Santa Fe Springs, CA
Job Announcement: Senior Health Educator

Position Summary: : Under the primary supervision of the HISTORIAS Program Manager and Allen House Director, the Senior Health Educator is responsible for implementing HIV prevention interventions in SPA 3 & 7 in the outpatient department and HIV Care Services for our residential program.

Essential Job Functions:

- Educate clients in outpatient and residential programs about HIV/STD prevention.
- Provide HIV/AIDS testing to clients to determine HIV status.
- Collect community assessment data and analyze information about the community.
- Attend pertinent resource and community meetings.
- Actively participate in ongoing professional development.
- Assist in planning and coordination of all HIV related events.
- Conduct outreach and recruit peer advocates and volunteers in the geographic target area.
- Train peer advocates on distribution of marketing and prevention materials.
- Supervise peer advocates and volunteers.
- Promote HIV/AIDS services and other L.A. CADA programs by attending health fairs and conferences.
- Recruit new sites and agencies for collaboration concerning HIV/AIDS in the community.
- Complete risk assessments and other documentation for data reporting to Executive Director and Program Manager.
- Provide in service training to agency staff as needed.
- Maintain HIPPA compliance per State and Federal guidelines.
- Assist HIV positive clients with linkage to care and other social services.
- Assist Allen House Director with implementation of Department of Human Service Programs Care Watch contract.
- Other duties as assigned by the Program Manager.

Qualifications:

- Knowledge of office machines.
- Ability to receive Pre and Post Test Counselor certification within 6 months of hire and maintain yearly certification.
- Experience in conducting evaluation activities.
- Knowledge of HIV/AIDS prevention, care, and resources along with co-factors related to physical health, mental health, substance abuse, socioeconomic status, stigma, etc.
- Good verbal, written and telephone skills.
- Competence in software programs including Word, Excel, PowerPoint, Access, and publishing program required.
- Understanding of HIV/AIDS, Substance Abuse treatment and prevention and related psychosocial issues.
- Knowledge of medical care treatment options and emotional support programs related to HIV/AIDS.

Required Education & Experience:

- A Bachelor's degree in a related field and/or a minimum of two years' experience working with target population for HIV prevention activities.

Physical Demands:

- Occasional lifting more than 10 pounds.
- Sitting, standing, walking, reaching are performed in the normal course of a shift.
- The normal work routine involves no exposure to blood, body fluids, or tissues, BUT exposure or potential exposure may be required as a condition of employment. Appropriate personal protective equipment will be readily available to every employee engaged in potential exposure.

Working Conditions

- Work is performed in an office in an outpatient treatment setting.
- Will include supervision in the field.
- Some driving may be required.
- Works hours vary and require some weekends and holidays.

Physical Demands

- Occasional lifting, pushing, pulling up to 15 lbs.
- Sitting, standing, walking, reaching are performed in the normal course of a shift.
- The normal work routine may involve exposure to blood, body fluids, or tissues. Appropriate personal protective equipment will be readily available to every employee engaged in potential exposure.