

07/17/23



# HEPPAC JOB OPENINGS

**Position Title:** Community Health Promoter (CHP) & Drop-In Center Monitor

**Job Position:** To increase current HIV /HCV knowledge to participants among active substance users in HEPPACs service area. Assure quality access to harm reduction services and meeting agency program objectives.

**Reports to:** Programs Supervisor

**Direct Reports:**

**Indirect Reports:**

**Pay Rate:** 24

**Annual Salary:** 49,920

**Position Type:** Part-Time & Full-Time

**Hours Per Week:** 40

**Hybrid:** No

## **AGENCY SUMMARY**

The mission of the **HIV Education and Prevention Project of Alameda County (HEPPAC)** is to stop the spread of preventable, infectious diseases in our community. We strive to reduce the impact of drug and sex related harm by addressing health disparities and increasing protective practices. HEPPAC provides comprehensive risk reduction services and basic needs services for increased risk populations of our community. HEPPACs core services are: syringe exchange, community outreach, naloxone access and the Casa Segura Drop-in Center. Each component includes HIV and HCV screening and linkage, basic needs services and increased access to medical care.

### **Community Health Promoter Responsibilities:**

- Conduct street outreach in areas where the targeted population lives and convene to identify prime locations to conduct mobile screenings and syringe exchange services (SSP).
- Ensures that the Drop In Center space is organized and clean, and that supplies are stocked
- Timely presence at schedule all assigned SSP's and other assignments as needed

- Create and distribute harm reduction supplies to targeted population
- Support the Drop In Center Lead
- Maintain and report accurate documentation of all required client lever data, sign-in sheets, programs narratives and services delivered
- Make appropriate referrals when necessary or refer clients to the staff of such referrals
- Work closely with team members in the coordination of clients services
- Participate on other duties as assigned by supervisor
- Work evenings, some holidays and weekends are required

## **MINIMUM QUALIFICATIONS**

Minimum of two years' experience working with people who inject drugs (PWIDs) and other active substance users in the Bay Area, inclusive of street based outreach. Minimum of one year creating and processing Medical Assisted Treatment (MAT) linkages. Knowledge of recent trends and best practices of syringe exchange implementation and MAT linkages. Knowledge of harm reduction theory, practices and application. Basic knowledge of program monitoring and reporting requirements. Ability to disseminate programs findings, trends and best practices to Admin staff. Assists Harm Reduction Services Manager with program reporting requirements. Extensive knowledge of infectious diseases, primarily HIV and hepatitis C. Valid ID or DL required.

## **EQUAL OPPORTUNITY EMPLOYER**

HEPPAC is an Equal Opportunity Employer and does not discriminate relative to race, ethnicity, religion, national origin, sex, gender, sexual orientation, age, disability, medical status, or history of incarceration. Individuals who have personal experience with drug use, women, people of color, members of the LGBTQI+ community, disabled individuals, and the formerly incarcerated are strongly encouraged to apply.

## **HOW TO APPLY**

Please submit a cover letter and resume to [info@heppac.org](mailto:info@heppac.org) outlining your experience and/or interest in harm reduction, Spanish/English proficiency, and interest in the position in addition to your curriculum vitae/resume. Applicants without a cover letter will not be considered for the position.

