

07/17/23



# HEPPAC JOB OPENINGS

**Position Title:** Substance Use Navigator (SUN)

**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. In addition, the person hired for this position will be the key liaison between HEPPAC and Highland/Bridge

**Reports to:** Lead Substance Use Navigator

**Direct Reports:**

**Indirect Reports:**

**Pay Rate:** 31.25

**Annual Salary:** 65,000

**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.

### **Substance Use Navigator Responsibilities:**

- The focus of this position will be on MAT navigation within Highland/Bridge/Heppac and convene to identify prime locations to conduct mobile screenings and syringe exchange services (SSP).
- Develop strategies for effective MAT linkages and improved operations at Highland/Bridge in collaborations of Highland SUN's and management
- Develop strategies to increase and process effective MAT linkages from exchange site to Highland/Bridge

- Provide accurate and timely monthly, quarterly and Fiscal Year data reports as requested by the management team. Maintain and report accurate documentation of all required client lever data, programs narratives and services delivered for any of the duties assigned.
- 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 and participate in other duties as assigned by the supervisor.
- Work evenings, some holidays and weekends.

## 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.

## REQUIRED VACCINATIONS:

In order to work within Highland/Bridge, **vaccines are required**. Please note these vaccinations are to be fulfilled within three weeks of the initial start date. Vaccinations required for this position are as follows:

- Current Seasonal Flu
- COVID 19 Vaccine
- Measles
- Rubella
- Hepatitis B
- TDAP
- Varicella
- TB/PPD Test

## 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.

