

CAMILLUS HEALTH CONCERN, INC.
JOB POSTING

Title: Health Education Specialist (2)

Reports to: HIV Services Administrator

Position Summary: The Health Education Specialist (HES) serves as the primary provider of the HIV Counseling, Testing and Referral services. The HES is responsible for conducting HIV testing and facilitating general HIV education groups, individual counseling sessions and coordinating all HIV related patient level care as needed. The HES also works collaboratively with all clinic staff to ensure patient access to all HIV program areas.

Responsibilities:

- Comply with Camillus Health Concern's Mission, Vision, and Values and Compassionate Care Standards
- Provide HIV counseling and traditional and rapid HIV testing following all Department of Health and CDC protocols
- Conduct routine HIV counseling and testing at Camillus Health Concern clinic sites
- Conduct HIV testing recruitment and outreach activities at street sites and community locations serving the homeless
- Facilitate group and individual level HIV/AIDS education sessions
- Coordinate referrals and provide follow-up to all patients as needed
- Document referral and follow-up processes
- Drive the Camillus Health Concern (CHC) van, mobile testing unit, and/or personal vehicle to program activities
- Utilizing the mobile testing unit, provide street based HIV counseling and testing
- Utilizing the CHC van, provide transportation to patients as needed
- Follow all relevant policies and procedures, i.e. confidentiality, safety and security, and transportation
- Distribute patient incentives as indicated
- Support evaluation activities as required
- Attend supervisory, program and community meetings
- Participate in educational/in-service trainings as needed
- Perform any other department or agency related duties or special projects as directed by Supervisor

Requirements:

- High school graduate or GED equivalent
- HIV/AIDS/STD/TB/and Substance Abuse knowledge
- Previous experience with the homeless and/or underserved population
- Strong oral communications skills
- Demonstrated ability to work effectively with multidisciplinary teams, community groups and agencies
- Permanent and current State of Florida Driver's License.
- Commitment to the Mission of Camillus Health Concern, Inc.
- Bilingual (English/Spanish), Creole a plus

Preferred Qualifications:

- Previous outreach experience
- Strong organizational skills
- Working knowledge of Microsoft Office

Primary Site: Camillus Health Concern, Inc.
336 NW 5th Street
Miami, FL 33128

Work Schedule: Full-time: Monday, Tuesday, Thursday and Friday – 8:30 AM to 4:30 PM
Wednesday – 12:00 PM to 8:00 PM
Additional evenings required, weekends as needed

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**Physical
Requirements:**
(N= Needed,
P= Preferred,
N/A= Not
Applicable)

Sitting (N); Standing (N); Walking (N); Lifting (N); Carrying (<25 lbs) (N); Kneeling (N);
Pushing/Pulling (N/A); Bending/Stooping (N/A); Climbing (N/A); Reaching (N);
Crawling/Crouching (N/A); Repetitive Motions (N)

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**CAMILLUS HEALTH CONCERN, INC.
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Executive Director's Approval

Date

*** My signature indicates acceptance of my Job Description and the attached Values of the Brothers of Good Shepherd which I commit to practice daily, of which Human Resources has provided me a copy.**

****I acknowledge that this position is for a period of one year through December 31, 2012, and may or may not be renewed for a consecutive term.**

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Employee's Signature

Date

Camillus Health Concern, Inc.

1/20/2012

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