

HIVAlliance

Position: Harm Reduction Coordinator

Location: Hillsboro, OR

Department: Prevention

Reports To: Prevention and Education Manager

Position Type: 1.0 FTE, 40 hours/week, non-exempt

Salary: \$19.00 - \$21.64, DOE

Bilingual candidates are eligible for an additional \$1.50 Bilingual Differential

Note: Two full-time positions available.

Position Summary

The Prevention Outreach Worker, aka Harm Reduction Coordinator, will work closely with the Prevention Manager in the management and supervision of Syringe Exchange services and Naloxone distribution. This position provides direct service to people who are injecting drugs in a variety of settings.

1. Essential Functions and Responsibilities

- a. Collect and maintain relevant data related to syringe exchange services
- b. Manage syringe exchange and Naloxone data entry
- c. Assist in developing grant proposals and grant reports
- d. Participate in community clean-ups
- e. Ensuring that syringe exchange is a safe and welcoming environment
- f. Provide syringe exchange at HIV Alliance and mobile exchange sites
- g. Supervise volunteers providing syringe exchange services
- h. Provide volunteers with trainings related to services
- i. Track, maintain, manage, and order supplies related to syringe exchange services, including Naloxone
- j. Coordinate the safe disposal of used syringes, including transporting used syringes
- k. Provide referrals to HIV/HCV testing and other agency services
- l. Provide referrals to addiction treatment and other community services
- m. Support the wound care providers in set up, client referral, and issues as they arise
- n. Provide Naloxone training and kit distribution to syringe exchange clients and other community groups
- o. Present to community groups about HIV, HCV, and Naloxone, including HIV 101 presentations
- p. Provide HIV/HCV testing and counseling services to at-risk populations
- q. Ensure that all policies and procedures are followed during syringe exchange services
- r. Attend workshops and trainings that are relevant to job responsibilities and which will encourage professional development and program growth
- s. Help foster community involvement, support and effective collaboration
- t. Participate in agency collaborative processes and committees
- u. Willing to train in Phlebotomy in order to assist in clinic

2. Required Qualifications

- a. Ability to regularly work evenings.
- b. Comfortable discussing sex, drug use, and HIV/AIDS
- c. 1 year of experience de-escalating stressful or confrontational situations
- d. Ability to represent the agency and syringe exchange to community members, law enforcement and others who have questions about syringe exchange in an informative and non-confrontational manner
- e. Ability to make sound decisions during off site syringe exchanges
- f. 1 year of experience working with and supervising volunteers

- g. 1 year of experience working with local and statewide treatment providers and social services providers
- h. Knowledge of the unique issues affecting high-risk communities and willingness to learn about culturally relevant interventions for gay and bisexual men, people who inject drugs and people living with HIV/AIDS.
- i. Willingness to work with:
 - i. marginalized, underserved populations.
 - ii. people who inject drugs.
 - iii. people who exchange sex for goods/services
 - iv. gay/bisexual men and other men who have sex with men.
 - v. individuals engaging in behavior considered to be high-risk for HIV.
 - vi. gay/bisexual young men and young people who inject drugs.
- j. 1 year of experience using harm reduction philosophy and client-centered approach in prevention
- k. Comfortable handling safer injection and safer sex supplies
- l. Familiarity using Word, Excel, Microsoft Access, and Power Point
- m. Valid Oregon driver's license, driving record sufficient to be covered by agency auto insurance policy
- n. Ability to pass agency criminal background check upon hire
- o. COVID-19 Vaccine: HIV Alliance is a healthcare facility and requires all employees to be fully-vaccinated for COVID-19. For more information, please visit https://www.oregon.gov/gov/Documents/executive_orders/eo_21-29.pdf and our employment page to file a medical or religious exemption form.

3. Preferred Qualifications

- a. One-year experience working with marginalized, underserved populations
- b. Bilingual (Spanish/English)
- c. Knowledge of culturally relevant interventions for Spanish speaking high risk populations
- d. Degree in family and human services, public health or other related fields

4. Physical Demands

- a. While performing the duties of this job, the employee is required
 - i. Repetitive use of hands such as grasping, twisting/turning of wrists, and finger dexterity necessary to perform various clerical duties, such as typing and writing.
 - ii. Frequent use of arms such as pushing and pulling to open and close drawers and cabinets
 - iii. Ability to sit or stand for extended periods of time at an assigned station
 - iv. Ability to bend, stand, and reach to be able to transport clients and to occasionally lift and carry up to 25 pounds (harm reduction kits, naloxone kits, testing and education materials)
 - v. Continuous clarity of vision at 20 inches or less for processing of paperwork
- b. The physical demands described above here are representative of those that must be met by an employee to successfully perform the essential functions of this job.
- c. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.

5. Working conditions, Travel and Environment

- a. The duties of this job require individuals be able to work in non-traditional and community-based settings
- b. The duties of this job require regular attendance
 - i. Ability to work flexible hours, including early mornings, evenings, and weekends
 - ii. Ability to work 5 days per week for a minimum of 40 hours per week
- c. Travel to other locations as necessary to complete essential job functions
 - i. Ability to transport self to job-related events and locations

HIV Alliance is an equal employment opportunity employer committed to cultural diversity and compliance with the ADA. HIV Alliance encourages all qualified individuals to apply and does not discriminate on the basis of any protected status, including veteran and disability status. HIV Alliance prohibits discrimination based on race, color, religion, national origin, ancestry, citizenship status, physical or mental disability, age, sex, sexual/affectional orientation, gender identity, gender expression, marital or partnership status, veteran status, political affiliation or belief, genetic information, HIV antibody status or any other factor protected by law or association with any of these classes, in its services, employment, or use of volunteers.

HIV Alliance is a community united to stop the spread of the HIV epidemic. We strive to create an environment where everyone is empowered to reach their full potential. We value the diverse perspectives that each of us brings to this work, understanding the influences of culture, race, color, religion, national origin, ancestry, citizenship status, physical or mental disability, age, sex, sexual/affectional orientation, gender identity, gender expression, marital or partnership status, veteran status, political affiliation or belief, genetic information and HIV status in shaping our life experiences. We pledge to listen and ask questions before making judgments, and to continue to educate ourselves and each other. We recognize that we will only be successful against the HIV epidemic in a culture where oppression is not tolerated.