

Affinia Healthcare
1717 Biddle / St. Louis, MO 63106
314-814-8700

POSITION DESCRIPTION

G-5
12/18

POSITION TITLE: Health Educator - HIV grant.

REPORTS TO: HIV prevention Director

STATUS / HOURS: Regular/Full-time (Evenings and Weekends as scheduled)

POSITION SUMMARY: The Health Educator specializing in Point-of-Care (POC) HIV/STI Testing is responsible for conducting testing services in community settings. This role involves delivering accurate health education, administering POC tests, providing counseling, fostering awareness of HIV/STI prevention and connecting individuals with resources. The Health Educator collaborates with community organizations, tailor educational materials to diverse populations, and actively participates in outreach events. Maintaining confidentiality and adhering to established protocols are integral components of this position. The Health Educator also contributes to program evaluation, workshops, and ongoing professional development, ensuring a comprehensive approach to community health and well-being.

POSITION QUALIFICATION REQUIREMENTS:

Education: Minimum high school degree or some college education. Strong understanding of cultural competency with the key population. Bilingual (English/Spanish) preferred. Computer literacy desirable.

Experience: Community outreach work, or advocacy work. Preferred: Prior experience providing HIV prevention services.

Skills and Abilities (which may be representative but not inclusive of those commonly associated with this position).

- Commitment to the mission of care coordination
- Passionate, trustworthy, and empathetic when working with clients.
- Ability to build relationships with different types of people, including clients, organization members, and health care providers.
- Good communication and interpersonal skills and ability to speak concisely to clients and Care Team members.
- Organized with confidential client material and appointment tracking.
- Flexible and adaptable in response to changing client and health care providers' needs

- Interest in working with HIV-positive clients.
- Knowledge of health center protocols, policies, and procedures.
- Willingness to promote health and maintenance programs in diverse populations.
- Ability to always maintain a professional attitude and demeanor.
- Ability to keep information confidential.

Transportation Requirement: Must possess a valid driver's license and automobile with insurance coverage as required by the State of Missouri.

License(s)/Certification(s) Required: CPR Certification

FUNCTIONS OF THE JOB

Essential Functions:

- Conduct Point-of-Care (POC) HIV/STI testing in community settings.
- Provide accurate and culturally competent health education on HIV/STIs.
- Administer counseling to individuals seeking HIV/STI testing services.
- Perform POC tests according to established protocols and guidelines.
- Ensure the confidentiality and privacy of individuals undergoing testing.
- Interpret test results and communicate findings in a clear and empathetic manner.
- Offer post-test counseling and guidance, including referrals for follow-up care.
- Collaborate with community organizations to promote testing services and awareness.
- Develop and deliver engaging educational programs on HIV/STI prevention.
- Tailor educational materials to diverse populations, considering cultural sensitivities.
- Participate in community outreach events to increase testing awareness.
- Maintain accurate records of testing activities and participant demographics.
- Collaborate with local health agencies and healthcare providers.
- Stay informed about current trends, research, and best practices in HIV/STI prevention.
- Provide resources and information on risk reduction strategies.
- Foster a supportive and non-judgmental environment for individuals seeking testing.
- Collaborate with community partners to enhance testing accessibility.
- Evaluate and assess the effectiveness of testing and education programs.
- Facilitate workshops and training sessions for community members.
- Assist in the development of educational materials and resources.
- Adhere to all testing and counseling protocols in accordance with regulatory standards.
- Collaborate with healthcare professionals to ensure coordinated care for individuals.
- Maintain confidentiality and privacy of all testing-related information.
- Participate in ongoing professional development and training.
- Perform other duties as assigned to support the overall mission of the organization.

Marginal Functions

- Attend and actively participate in required meetings.

- Assists in preparation of monthly reports regarding case management.
- Assist with the implementation of new procedures and processes.

Supervises: None

NOTE: SMOKING IS PROHOBITED IN THE WORK ENVIRONMENT

NOTE: ALL APPLICANTS MUST PROVIDE CONTACT INFORMATION FOR THREE REFERENCES.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER SERVICES PROVIDEDON A NON-DISCRIMINATORY BASIS

Physical/Visual Activities or Demands: Physical/Visual activities or demands that are commonly associated with the performance of the functions of this job.

Physical Activities- Climb, stand, walk, stoop, reach, push, grasp, hear, speak.

Physical Demands- Must carry 5-25 lbs., 50-100 feet and upstairs.

Visual Activities- Must see both far and near (accurately), have depth perception, and color vision.

Environmental/Atmospheric Conditions: Environmental and atmospheric conditions commonly associated with the performance of the functions of this job.

Travel to clinics in all kinds of weather. May work at more than one Affinia Healthcare site as requested; site assignments may be changed periodically.

Machines, Tools, Equipment and Work Aids, which may be representative but not all inclusive of those commonly associated with this position.

Created by	Revised by	Revised by	Revised by
JC 2/29/2024			

Telephone, copier/fax, computer, calculator, thermometer, B/P, sphygmomanometer, and beeper.
Original Evaluation