



POSITION AVAILABLE

Outreach Worker

The Aliveness Project is a community center that provides on-site meals, food shelf, integrative therapies, case management, and other programs to individuals living with HIV/AIDS. Our mission is to encourage self-empowerment and provide direct services to persons living with HIV/AIDS.

Job Title: Outreach Worker

Purpose: The Outreach Worker provides outreach services to individuals living with HIV/AIDS and at-risk individuals to help them access HIV testing, medical care and other services.

Responsibilities include:

1. Provide care outreach services to HIV-positive clients to help them access HIV primary medical care, ADAP, medical case management, and other support services.
2. Provide assistance to HIV-positive clients who need help accessing HIV primary medical care, health insurance and other support services.
3. Conduct outreach at sites (bars, treatment center, community centers, etc.) to reach individuals at-risk for HIV/AIDS and offer HIV testing and referral services.
4. Coordinate HIV testing with other HIV testing facilities.
5. Network with HIV clinics, AIDS service organizations, and other community resources to promote program services and establish collaborative working relationships.
6. Complete forms, client records and periodic reports required by funding agency.
7. Develop promotional materials and brochures for Outreach Program.
8. Other duties, as assigned.

Knowledge, Skills and Abilities:

1. Ability to provide outreach, short-term counseling and supportive services to low-income individuals living with HIV/AIDS and individuals at risk for HIV infection.
2. Knowledge of HIV/AIDS, HIV testing sites, AIDS service organizations, and other community resources for individuals living with HIV/AIDS and individuals at risk for HIV infection.
3. Knowledge of and skills using personal computer equipment and related software programs (Microsoft Word, Excel, Access)
4. Skill in planning such as identifying and sequencing action steps to achieve results.
5. Ability to develop and maintain budgets.
6. Ability to manage, prioritize and complete multiple tasks.
7. Ability to manage stress in a proactive manner.
8. Ability to work effectively with co-workers as a team.

Education and Experience Required: B.A. in Social Work, Public Health or related field, and/or at least one-year of related similar experience.

Hours: 40 hours per week, including evening and weekend hours.

Salary: 15.00/hour, depending on previous experience. Benefits include health insurance, holidays, Paid Time Off.

No telephone or e-mail inquiries, please.

To apply, please submit resume with cover letter or complete job application

By 4:00 p.m. on Friday, Feb. 10, 2012 (position open until filled) to:

The Aliveness Project, 730 East 38th Street, Minneapolis, MN 55407

PH: 612-822-7946

FAX: 612-822-9668

www.aliveness.org