

**Part Time Position Available at the
African American Office of Gay concerns**

Position: **Project Associate** Dept./Project: **B.R.O.T.H.E.R. Project** Reports To: **Project Coordinator**

Mission Statement:

To provide HIV/AIDS prevention services to MSM (men who have sex with men) of color in the Newark, NJ, area, addressing issues that are directly and indirectly related to HIV risk, using peer-based, scientifically effective HIV interventions.

Position Summary:

The Project Associate will assist in the implementation of the B.R.O.T.H.E.R. Project; a project designed to provide HIV/AIDS prevention education and services to gay and other MSM populations, including but not limited to Many Men, Many Voices (3MV) multi-session intervention. The B.R.O.T.H.E.R. Project Associate introduces and supports behavioral changes through community support, the provision of HIV/SYI prevention education and introduction of safer community norms to reduce the transmission of HIV within these communities.

Essential Duties and Responsibilities:

1. Assist in developing outreach strategies, including identifying locations where members of the target population live and/or congregate.
2. Actively identify, engage and recruit members from the target population to participate in the Project and other AAOGC programs by conducting individual-level street and community outreach activities.
3. Ensure accurate understanding of AAOGC programs and services to prospective clients and providers.
4. Develop and facilitate groups/presentations that provide current and accurate health education, risk reduction, HIV/STI prevention and treatment information.
5. Create and/or maintain linkages and working relationships with community gatekeepers, stakeholders and service providers to promote program services and facilitate referrals.
6. Provide necessary referrals to appropriate medical and social services, such as HIV counseling and testing; STI screenings; medical care; shelters and food banks in order to maintain and/or improve mental and physical well-being. Act as a liaison between client and agency to ensure linkage to medical/social services, including follow-up.
7. Establish, maintain and update client-level data/charts and other process documentation (sign-in sheets, data forms, etc.) using approved agency forms and procedures while ensuring the utmost confidentiality of all data collected.
8. Timely prepare and submit monthly reports utilizing approved agency forms and procedures.
9. Other duties as assigned.

Qualifications:

- A minimum of a high school or general equivalency diploma. A six-month history of providing health education-related services in a community-based setting or working with sexual minority youth and young adults preferred.
- Excellent interpersonal, oral presentation, reading comprehension and written communication skills.
- Creative, motivated, work well independently and have strong teamwork skills.
- Ability to multi-task and excel under pressure.
- Demonstrated understanding and familiarity of the culture within the young African American/Latino LGBTQ community and the factors that place this community at increased risk for the acquisition of HIV/STIs.
- Successful applicant must agree to complete the required HIV Prevention Counseling Courses, Capacity Building Course and Effective Behavioral Interventions (EBI) Courses conducted by the HIV Prevention CPSDI and Prevention and Education Unit of the Division of HIV/AIDS of the new Jersey Department of Health and Senior Services.

Interested candidates should direct inquiries or submit resumes to Karla Barnett, Program Director at brother@aaogc.org or fax to 973-639-9722.