

JOB POSTING



POSITION TITLE: Coordinator, Gay Men’s Wellness Program

SUPERVISOR: Manager, Health Promotion & Community Development

BARGAINING UNIT: Health Services & Support Community Subsector Association

CLASSIFICATION: Program Coordinator 1– GRID 10, \$20.72/hr start.
37.5hrs/wk, Monday-Friday, some evenings and weekends
One week of up-island travel per month required.
Full benefits after successful 3-month probationary period

JOB SUMMARY

Under the direct supervision of the Manager, Health Promotion and Community Development, or designate, the Coordinator, Men’s Wellness Program, develops and implements HIV, HCV and STI prevention, health promotion and community development initiatives targeting Gay, Bisexual, Two-spirit, Transgendered and Queer-identified men, including youth, and other men who have sex with men (MSM) on Vancouver Island and the Gulf Islands. The Men’s Wellness Program, operates on a health and wellness model with the intention of addressing the health determinants that lead to infection and disease progression, aims to prevent the spread of HIV, HCV and STIs among gay, bi, two-spirit, trans*, queer and MSM men, and to create supportive environments for those who are HIV+ and/or at risk of infection.

DUTIES AND RESPONSIBILITIES

1. Implements the Men’s Wellness program workplan to meet pre-established goals and objectives.
2. Identifies emerging issues in HIV, HCV and STI prevention for gay, bi, trans*, queer, and MSM men; develops evidence-based educational initiatives via health promotion and community development programming.
3. As necessary, provides referral to appropriate community supports for gay, bi, trans*, queer and MSM men around sexual identity issues, HIV, HCV and STI prevention, and addressing community dislocation.
4. Provides education outreach to gay, bi, trans*, queer and MSM men re: public sex environments, online cruising and hooking up; provides condoms and lubricant for safer sex practice, updates on the program and relevant health advisories.

JOB POSTING

5. Consults and develops partnership opportunities with community agencies, clubs, groups and businesses to maximize access to gay, bi, trans*, queer and MSM men for health promotion and HIV prevention education opportunities as well as identify trends, needs, and priority health issues.
6. Develops and produces targeted HIV, HCV and STI prevention education materials and events for gay, bi, trans*, queer and MSM men, including both health-promotion and harm-reduction materials.
7. Assists in the preparation of the program budget, monitors expenditures, and provides required financial documentation.
8. Supervises program volunteers by performing duties such as orienting, training, scheduling, monitoring, and providing feedback and support.
9. Maintains files and records related to all areas of the program, electronic and paper, monitors and reports on program work on a monthly, quarterly, and annual basis.
10. In partnership with the media officer, publishes and distributes health resources, including Men's Briefs newsletter, info handbills and pamphlets.
11. Participates on teams and committees to enhance community development, communicate information, resolve problems and achieve the goals of the organization.
12. In addition to compliance with all organizational policies and procedures, the incumbent is also expected to behave ethically, demonstrate competence in effective communication and team building, demonstrate effectiveness in working in a collaborative environment, and demonstrate confidence in decision-making and in building relationships.
13. Performs other related duties as assigned.

QUALIFICATIONS

- A university degree in education, health or social sciences, or an equivalent combination of education, training and experience.
- A minimum of 2 years experience working with Gay, Bi, Two-Spirit, Trans* and/or MSM men in a community development, prevention and education capacity.
- Demonstrated experience planning, promoting and launching public education and development activities and events, such as conferences, forums and workshops.
- Strong professional boundaries, related to working with vulnerable populations.
- Valid BC Driver's License and access to personal vehicle for work use preferred.

JOB POSTING

- Employment subject to clear criminal record check and signing of ethical code of conduct.

SKILLS AND ABILITIES

- Holistic understanding of HIV/AIDS, STIS and Hepatitis C, sexual health, substance use and harm reduction, sexualized violence, mental health, homophobia, heterosexism, transphobia, stigma prevention, intersectionality, anti-oppression work, population health and health promotion strategies.
- Excellent written and verbal communication skills.
- Strong experience in curriculum design, public speaking and group facilitation.
- Strong project management skills, including ability to work independently via solid time management and organizational skills.
- Demonstrated ability to work co-operatively and collaboratively with volunteers, coworkers and community partners.
- Strong computer skills, including relational databases, word processing, desktop design, web management.

AVI is an equal opportunity employer. This is a Bona fide position open to male-identified applicants who identify as Gay, Bisexual, Two-spirit, Transgendered and/or Queer. Men of colour, Indigenous men, and men with disabilities including those living with HIV are strongly encouraged to apply.

Apply to katrina.jensen@avi.org, no later than 12:00 noon, Wednesday, June 19th, 2013