

## **Gay Men and HIV Provincial Implementation Consultant Job Description**

### **PROJECT DESCRIPTION:**

The Gay Men and HIV Provincial Working group is responsible for the implementation of recommendations from the Provincial Health Officer's Report, *HIV, Stigma and Society*. The working group, with community input, will prioritize the recommendations and identify a range of projects and activities to be undertaken.

### **REPORTING TO:**

The Provincial implementation consultant will report to the Director of Program Development at the Pacific AIDS Network with accountability to the Gay Men and HIV Provincial Working Group via its chairs.

### **SERVICES REQUIRED:**

The Provincial Implementation Consultant is responsible for coordinating and leading project activities related to the implementation of the recommendations from the Provincial Health Officer's report, *HIV, Stigma & Society*. The Provincial Implementation Consultant will work with stakeholders at all levels to achieve goals and deliverables, communicating with all levels of staff, management, regional health authorities, community-based organizations and community stakeholders to facilitate consensus, consult, negotiate and share information to promote health equity for gay, bisexual and other men who have sex with men.

### **The Provincial Implementation Consultant will:**

- Coordinate the development of a provincial Gay, Bi and OMSM Health network
- Lead, support and facilitate the activities of the provincial Gay, Bi and OMSM Health network
- Support the development of an action plan to implement the PHO report recommendations that considers the cultural and geographical realities of gay, bisexual and non-gay identified MSM including HIV positive men, Aboriginal and two-spirited men, ethno-cultural communities, young men and men in suburban and rural areas
- Lead, support and coordinate the activities related to implementing the PHO report action plan
  - Develop detailed project charters and project plans outlining goals, objectives, timelines and project deliverables to support
  - Track project progress according to project plan, monitors and reports on the status of projects and major issues/obstacles encountered
  - Make recommendations regarding project scope changes, rationale for change, seeks consensus and proceeds as needed
  - Develop a process of evaluation for project outcomes, data collection and analysis

- Work with health authorities, community agencies and other bodies to identify resources and local programs, campaigns and services and opportunities to scale up any of these resources to underserved populations

**Deliverables:**

- Prioritized recommendations
- Implementation plan
- Environmental scan of existing resources and resource map
- Project charters, plans and other documentation as required
- Evaluation plan
- Project updates/progress reports

**PRICING OPTIONS PREFERRED:**

Proposals should include hourly rate for a total of 520 hours.

**SPECIFIC QUALIFICATIONS OR EXPERIENCE REQUIRED:**

- Master's Degree in Health Administration, Public Health, Public Policy, Social Science or equivalent experience
- 5-7 years recent related experience that includes managing large-scale projects, facilitating and managing consultation processes with a wide range of stakeholder groups
- Experience working with gay, bisexual and other men who have sex with men communities and/or marginalized populations
- Comprehensive knowledge of health and sociopolitical issues experienced by gay, bisexual and other men who have sex with men communities
- Familiarity with HIV/AIDS prevention, testing, care and treatment
- Familiarity with health resources for gay, Bisexual and OMSM available in British Columbia
- Comprehensive knowledge of project management principles, methodologies

**START DATE OF THIS ENGAGEMENT:**

June 2015

**END DATE OF THIS ENGAGEMENT:**

December 2015

**APPLICATION/SUBMISSION PROCESS:**

Forward a CV and cover letter, in PDF format, to [stacy@pacificaidnetwork.org](mailto:stacy@pacificaidnetwork.org) by **May 29, 2015 at 5:00 pm PDT**.

Applications **must** be sent with the following email subject line: "Implementation Consultant - Lastname." (Example: "Implementation Consultant - Smith")

Only successful, short-listed, candidates will be contacted. No telephone or email inquiries please.