

**AIDS Thunder Bay  
Job Description:**



**SUPPORT SERVICES /INJECTION DRUG USE OUTREACH WORKER**

**The position is a front-line worker, grounded in HIV/AIDS knowledge and experience and in the culture and issues of the injection drug and substance using population. This position operates within a support team, while also delivering one to one services.**

This is a permanent position of 35 hours per week. The actual hours of work will be flexible and may require evening or weekend time. Up to 17.5 hours per week (2.5 days) will be designated to prevention and education outreach.

**ACCOUNTABILITY:** For daily supervision, this position reports to the Support Services Co-ordinator. The position is accountable to the Executive Director.

**ADVOCACY:** Advocate with and for clients and ATB.

**ADMINISTRATION:** Set up and maintain client files. File maintenance and updating done on a regular, scheduled basis. Prepare and submit monthly activity reports and semi-annual statistical reports to the Support Services Co-ordinator. This worker coordinates Mothers Cupboard, AIDS Thunder Bay's food bank. Adheres to all agency policies and procedures.

**NETWORKING:** In consultation with Support Services Co-ordinator, the worker will become familiar with and maintain productive connections with community partners/other agencies that are active in the HIV/AIDS and addictions field.

**PRESENTATIONS:** The worker will initiate contact with appropriate agencies (i.e.: treatment facilities, correctional facilities) to deliver a series of presentations on HIV/AIDS, IDU and harm reduction. The worker will be available as a resource for other workers doing presentations on HIV/AIDS and IDU.

**COUNSELLING:** Up to 17.5 hours per week (2.5 days) will be designated to support. These hours should be primarily available for counselling. The worker will be assigned a caseload of HIV positive clients in consultation with ATB's Support Services Coordinator. Conducts initial consultation of individuals to determine need, referral to appropriate service and whether to open a client file. If so, does appropriate intake procedures and documentation. Assists in securing practical support connections, as appropriate (eg: referrals to physicians, legal services, clergy, clergy, and other professional caregivers).

The worker may facilitate support groups or other activities for HIV/IDU as part of counselling and community development.

**PRACTICAL SUPPORT:** The worker will provide practical support in assisting clients to access basic needs (food, shelter, medical care, financial support, clothing etc). The worker will be available to provide needle exchange as needed.

**KNOWLEDGE:** Must have a thorough understanding of the pathology of AIDS/HIV infection. Must have a working understanding of treatment issues (eg: experimental, holistic, traditional medicine and complementary therapies). Must have a broad knowledge of AIDS/HIV related issues including: psychosocial, cross-cultural, sexual orientation, full spectrum sexuality, chemical dependency and addictions, legal, spiritual and practical concerns.

**ABILITIES:** Effective communications on a one to one basis and in groups. Demonstrated effective listening skills. Able to work independently as well as with appropriate supervision. Problem solving and demonstrated skills in crisis management. Understanding of research as it applies to program service delivery. Demonstrated effective time management and organizational skills. Have an easy facility and rapport with volunteers, utilizing them as appropriate. Have the ability and willingness to work flexible hours, including the possibility of evening work. Have a good understanding of and an ability to apply personal and professional boundaries in all aspects of this work.

**REQUIREMENTS:** A B.S.W. or college diploma in social services or equivalent. Minimum two years experience in a social service field. Excellent interpersonal skills. Politically astute. Demonstrated ability to work sensitively with affected groups. Gay affirmative. Able to demonstrate initiative, good judgement and reliability. Able to provide support in an open, responsive and encouraging manner that builds client self-empowerment. Must have a valid driver's license and a good driving record. Must have strong computer skills in word processing, power point, data management, internet and email communications using Microsoft Office Suite programs. In addition must be willing to continue upgrading capacity and using new computer software knowledge.

**TRAINING:** As ATB is a host site for the Superior Points Harm Reduction Program, the worker will be trained in providing needle exchange and will provide this service as needed while at ATB. The worker will take advantage of other opportunities for professional development annually (attendance at conferences, seminars, etc.), supported by an annual professional development budget line.

**OTHER:** Other duties as deemed important and appropriate by the Executive Director and/or the Board and mutually agreed upon by all parties.

## **AIDS Thunder Bay “Culture”**

Within a structure of providing professional programs and services and within the framework of written policies and guidelines – AIDS Thunder Bay has a culture. We work with a broad spectrum of the general public - and several highly stigmatized populations including Aboriginals, street people, substance and drug users, and gay, lesbian and transgendered individuals. We frequently advocate with and on behalf of those who may not have an effective voice. We operate with a social and economic justice perspective. We embrace harm reduction in addressing the complexities of addictions. We are a not-for-profit organization and a registered charity.

We are a non-unionized workplace – extending respect equally to employees, clients and volunteers. Everything we do arises from community needs and community response to those needs. And we have been doing this for 24 years. All of the details above contribute to our agency culture.

**Send cover letter, resume & three references to:**

**Executive Director**

AIDS Thunder Bay

574 Memorial Avenue

Thunder Bay, ON P7B 3Z2

**Deadline for applications: February 8, 2010 – 4:30 PM**

Email: [info@aidsthunderbay.org](mailto:info@aidsthunderbay.org)