

The Neighbourhood Group (TNG) is a multi-service agency that includes Central Neighbourhood House, Neighbourhood Link Support Services and St. Stephen's Community House

JOB OPPORTUNITY

Job# TNG2023-213

POSITION TITLE: HIV Program Leader	
DEPARTMENT: Urban Health and Homelessness Services	STATUS: Regular Full-Time, CUPE 2289
# HRS / WEEK: 35	CONTRACT DATE: n/a
REPORT TO: Coordinator, Community Initiatives	HOURLY RATE: 29.53
EXTERNAL CLOSING DATE: Posted until filled	

GENERAL DESCRIPTION: The HIV Program Leader is responsible for the implementation, development and growth of the HIV Prevention Program. This involves the direct supervision of a team of peer workers who develop and implement workshops and community outreach. The HIV Program Leader will assist management in leading and organizing teamwork and activities, monitoring and coordinating data entry and collection, and supporting a range of other leadership functions. The position engages with partners from community settings to oversee and organize peer outreach and deliver innovative sexual health education workshops to our priority populations; women at risk, Afro-Caribbean, Black and Indigenous Communities.

MAJOR DUTIES:

- Recruit, hire, on-board, train, schedule peer workers. Implement performance management with all peers by providing leadership and direct supervision to 3-4 peers from the priority populations identified by the Program Plan
- Work collaboratively with the Manager and Coordinator of Community Initiatives in a range of leadership functions related to staff training, project evaluation and development, data collection and entry, and in networking with partner organizations in the community, hospitals and broader social service sectors.
- Create population specific sexual health promotional and educational material for both priority populations and service providers
- Ensure the completion of and approve bi-weekly timecards for all peers
- Organize the project budgets in consultation with Coordinator of Community Initiatives
- Responsible for the successful operation of peer outreach programming and workshop delivery as outlined by the HIV Program Plan
- Coordinate HIV/ Hep C testing clinic's in partnership with external health care providers and referral services
- Provide one on one support to PHA's and people newly diagnosed with HIV.
- Collaborate with external partners to create, supervise and facilitate bi weekly programing for African, Caribbean, Black people living with HIV.
- Build, liaise and maintain positive working relationships with community and system partners
- Report to partners and other stakeholders on program outcomes, challenges and successes
- Responsible for ensuring that all necessary supplies are stocked and available
- Work with the Manager in identifying areas for improvement and adapting the initiative to achieve greater success.
- Utilize conflict resolution and restorative justice practices when necessary to ensure optimal team performance
- Co-organize, with community partners, a meaningful event for World AIDS Day and Pride
- Directly assist Coordinator with delivery of the program as requested/directed

REQUIREMENTS & QUALIFICATIONS:

- Recent lived experience with HIV, substance use and utilization of HIV and/or harm reduction practices are an asset
- College diploma and 1 year of experience working in human services or combined equivalent of education and experience
- Experience with direct supervision of peer workers, leading groups, developing workshops and performing community outreach
- Recent extensive experience with marginalized populations including homeless adults and those with substance use and mental health issues
- Understanding of Drop-In settings and experience working with multi-disciplinary teams.
- Excellent written and verbal communication, initiative, judgment, and problem-solving skills
- Demonstrated organizational and time management skills
- Crisis prevention training or willing to obtain certification
- Experience in program development, implementation and evaluation is an asset
- Ability to work in a dynamic community-based setting with marginalized populations
- Able to work evenings, weekends and on-call as assigned

To apply, submit your resume with "TNG2023-213" in the subject line of your email to: careers@tngcs.org

TNG is committed to reflecting the communities we serve and to nurturing a respectful and inclusive work environment for all. We encourage qualified applicants of all ages, races, colours, ethnic origins, religions, abilities, gender identities, gender expression and sexual orientations to apply. Candidates invited for an interview are encouraged to inform Human Resources in confidence of their accommodation requirement