



AIDS Alabama
Housing Is Healthcare

Open Position Job Description: Birmingham Comprehensive High-Impact Prevention (B-CHIP) Patient Navigator

Reports to	Director of Prevention
Required Skills	Associate's Degree or comparable industry experience; proficient verbal, written, and computer skills; work as a team member; able to work flexible hours including some nights and weekends; reliable transportation; current/valid driver's license; proof of liability insurance
Preferred Skills	Bachelor's Degree; experience with case management; familiarity of resources for people living with HIV in Birmingham and surrounding areas; ties within the focus population
Overall Mission	To provide primary and secondary prevention education services to high risk-HIV negative individuals and individuals living with HIV/AIDS who reside in Jefferson County and surrounding municipalities. Identify effective and efficient means of marketing services to eligible persons in need.

About the Agency

AIDS Alabama was incorporated in 1986 with a mission to serve persons with HIV and to prevent the spread of HIV. The goals of our HIV/AIDS prevention outreach efforts are two-fold. One is to provide HIV/AIDS risk reduction information and early HIV testing to those not infected with HIV/AIDS but at risk, encouraging them to change behaviors that place them at risk for HIV/AIDS. The second goal is to provide ongoing support and resources to those already infected with HIV/AIDS that result in changing behaviors that may place others at risk for HIV/AIDS.

Areas of Responsibility

1. Facilitate CDC and B-CHIP program approved interventions;
2. Administer Rapid HIV Testing in-office and at outreach events. Follow standard pre/post-test counseling procedures for all persons being tested for HIV;
3. Facilitate testing initiatives in collaboration with existing testing projects;
4. Understand resources of the community and partner organizations;
5. Work closely with Jefferson County Health Department and B-CHIP Case Managers;
6. Provide linkage to support services for high risk HIV-negative and HIV-positive individuals;
7. Identify and re-engage HIV-positive individuals in medical care;
8. Identify and establish collaborative relationships in order to provide HIV/AIDS prevention education and services to persons living with HIV/AIDS;
9. Act as a liaison between clients and care providers;
10. Build rapport with HIV-positive clients, help clients identify needed services and barriers to accessing those particular services and work with clients to devise a plan to overcome those barriers. The Patient Navigator will directly and indirectly assist clients in implementing individualized plan of action.
11. Provide support, skills-building, and guidance to improve patient-provider communication;
12. Accompany clients to medical or service appointments;
13. Other duties as assigned.

Work Environment

Schedule – Work hours are full-time including some nights and weekends; vary based on the needs of the consumers, the consumer’s family, and the agency;

Physical Requirements – May lift up to 50lb occasionally; standing/sitting for long periods;

Safety – Exposure to multi-cultural consumers and/or family members with HIV/AIDS (or other STI’s) as well as impaired cognitive behaviors.

Overall Expectations

Represent the agency on the phone, through the mail and in-person in a way that reflects the agency’s mission. Must be willing and able to abide by all Policies, Procedures, and Guidelines (including, but not limited to, Human Resources/Personnel, Finance, Operational, and Housing) as presented and as adapted. Must be willing and able to complete all required trainings in obligatory timeframes. All employees are expected to perform in a mature, professional, business-like manner. Participation in agency activities, testing events, and fundraisers is expected as necessary and requested. Establish strong, solid communication with the Director of Prevention, other employees, and external business partners. Be aware that breach of confidentiality is grounds for dismissal. This job description can be modified to reflect additional tasks.

AIDS Alabama expects staff to create a safe space in which all people are valued, respected, and treated with dignity; sexuality is accepted as a healthy part of being human. In such a space, all people would be celebrated for who they are and provided with the economic, educational, and social opportunities to reach their full potential.

AIDS Alabama is an Equal Opportunity Employer.

Employee’s Signature

Date

Human Resources Champion (or assigned designee)

Date