



AIDSAlabama
Housing Is Healthcare

AIDS Alabama Open Position:
Rehabilitative Day Program Instructor
– JASPER House

Reports to	JASPER House Coordinator
Minimum Qualifications	<ul style="list-style-type: none">• Bachelor's degree in Social Work, Counseling, Psychology, or other human service field;• One year of experience providing instruction or facilitating group sessions in a mental health setting;• Valid driver's license, automobile insurance, good driving record;• Must pass background check and drug screen
Preferred Qualifications	<ul style="list-style-type: none">• LBSW or other certification in human service field;• Experience working with target population (HIV+, SMI, low income);• MAC certified; People living with HIV, people of color, and LGBTQ people are highly encouraged to apply.
Overall Mission	To provide instruction and facilitation in the JASPER House Rehabilitative Day Program for adults diagnosed with a serious mental illness and living with HIV. To help JASPER House consumers achieve the highest degree of independence and stability possible.

Areas of Responsibility

1. Direct care and supervision of adult consumers with serious mental illness who are enrolled in Rehabilitative Day Program (RDP) services;
2. Enrich class and participants educational curriculums as designed by RDP Coordinator, to meet the consumers' individual needs, goals and interests using agency and community resources;
3. Provide thorough notes of all RDP sessions to provide to RDP Coordinator so that required documentation can be typed, signed by staff and consumers, and filed in consumer charts;
4. Drive agency vehicles as needed (transporting participants for community engagement, 1917 Peace-Meal activities, other events, etc.);
5. Participate in ongoing staff development and trainings as required by agency and the Alabama Department of Mental Health;
6. Use clinical insights, educational motivational techniques and commitment to excellence to promote growth in the RDP classroom;
7. Maintain appropriate records including participant goals, attendance records, teacher files, lesson plans consistent with classroom goals and objectives
8. Other duties as assigned.

Work Environment

1. Schedule: Work hours are full-time and may occasionally include nights and/or weekends; varies based on the needs of the agency and communities.
2. Physical Requirements: May lift up to 50lb occasionally; long periods of standing, stooping, bending, and sitting.

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3. Safety/Environmental: Exposure to multi-cultural consumers, individuals living with HIV/AIDS, individuals with varying levels of cognitive impairment, physical impairment, as well as members of their family and support system.

Overall Expectation

Represent the agency through all methods of communication in a way that reflects the agency’s mission. Adhere to all AIDS Alabama, Inc. Policies, Procedures, and Guidelines (including, but not limited to, Human Resources/Personnel, Finance, Operational, and Housing) as presented and as adapted. Establish a strong, solid line of communication with all levels of employees and external business partners. All employees are expected to perform and communicate openly, effectively, and professionally with staff members, consumers, and external business partners. Must be willing and able to complete all 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. 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 signature (or assigned designee)

Date