



Salary range  
\$22 - \$25 per hour

Job Type  
Full Time

#### **Job Description:**

Under the direct supervision of the HIV Director, the *HIV Health Navigator* provides quality, trauma-informed, and comprehensive HIV navigation services, link to care, PrEP, PEP, and HIV Testing, and facilitates engaging HIV/STD health education to women at high risk for infection or transmission of HIV and affected by domestic and sexual violence. The HIV Health Navigator assists with prevention activities and community outreach and is responsible for recruiting program participants.

#### **Job Duties:**

- Responsible for organizing and facilitating HIV Navigation sessions.
- Promote HIV services through networking with diverse organizations.
- Participates in outreach via media campaigns, social media platforms, community presentations, and fieldwork.
- Responsible for community outreach to recruit and enroll program participants. Must be able to demonstrate strong facilitation skills. Be comfortable speaking in public about issues regarding HIV prevention and domestic and sexual violence.
- Responsible for documenting client's participation, ensuring all data is up-to-date, and maintaining accurate monthly reports.
- Participate in developing and facilitating HIV domestic and sexual violence prevention activities.
- Participates in ELAWC agency and program meetings and training relating to the position and the ELAWC organization.
- Must be able to travel and work some evenings and on weekends, as needed.
- Perform other duties as assigned. This job description is subject to change based on the needs of the position or as the position changes.

#### **Qualifications:**

- Bachelor's degree in social work or other equivalent BA or BS degree program.
- Must be bi-lingual in English and Spanish. This position requires excellent verbal and written communication skills in both English and Spanish to communicate and implement program goals.
- Minimum of 2 years of prior work experience working in the HIV care and prevention field, particularly within groups and individual facilitation (Please note this is not an HIV medical position but a community resource and outreach job position).
- Must have completed or be able to complete the California State-certified Sexual Assault and Domestic Violence Advocate training (70-hour program) through the ELAWC.
- Must have completed HIV Navigation Services Training, Basic HIV101, and Fundamentals of Motivational Interviewing Training.
- Must have proficient knowledge of Microsoft Word, Excel, and other job-specific software.

- Must be able to work one-on-one with diverse individuals and work collaboratively with a team and in a group setting.
- Must be able to multi-task, be detail-oriented, and handle different tasks simultaneously in a timely manner to meet the HIV Department goals, deliverables, and various deadlines.
- Must have a professional and positive attitude, be highly motivated, work independently, and provide communication updates with the HIV Director, teammates, and other agency team members, as needed.
- Must be proactive, follow through all tasks to completion, and be committed to the mission and values of the East Los Angeles Women's center.

If you are interested in applying for this position, please email a cover letter and resume to [thelma@elawc.org](mailto:thelma@elawc.org) with HIV Health Navigator position in the subject line of the email.

The ELAWC is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to sex, race, color, religion, national origin, citizenship, ancestry, age, marital status, physical or mental disability, medical condition, genetic information, pregnancy, gender, gender identity, gender expression, sexual orientation, protected military or veteran status or any other characteristic or condition protected by Federal, State or local law.