



HIV Tester/ Driver-Job Description

Position Title: HIV Tester/Driver

Reports To: Medical/ Non Medical Case Worker & Project Coordinator

Classification: Hourly, full-time

Summary/Objectives

The HIV Tester/Driver will be responsible for providing HIV, HCV, and STD testing and harm reduction education to high risk community groups such as trans women of color (TWOC) as men who have sex with men (MSM) of color, and injection drug users (IDU) which is inclusive of prescribed medication. This position will be responsible for developing and fostering community relationships to provide services within the community setting. The position will work alongside clinical care team staff to ensure preventative health services are provided to improve access, diagnosis, referral/coordination, linkage to care, and retention of care. They will be in charge of transporting patients into, around, and out of healthcare facilities. They also monitor the health and general wellbeing of patients during transport.

Essential Functions

- Working with client care teams to ensure timely client access to health care and other social service appointments and needed resources, including condoms, food, household and personal items, and HIV and STD prevention information and resources;
- Recruit MSM/Gay/Bisexual men and Transgender people to participate in HIV prevention programs and HIV Testing;
- Contacting clients to confirm transportation appointments and resource needs;
- Driving the organization's SUV, to different sites across Alabama for on-site service provision;
- Develop and maintain relationships with community organizations, agencies, venues, business establishments and other stakeholders that focus on or have access to this population;
- Conduct street outreach;
- Conducts community HIV testing and HIV prevention counseling at various community and in-house events;
- Assist with agency-wide activities as directed, including Meetings, and HIV/AIDS observances;
- Assist with other ADPH and other agency activities as requested;
- Coordinate with local health departments, community groups, medical facilities, and treatment centers for community outreach of services offered;
- Provide services that support the treatment goals in a harm reduction framework;
- Document encounters and client trips in Client Service Management system;
- Perform other duties as assigned.



Competencies

- Excellent oral and written communication skills
- Excellent organizational and self-management skills
- Must demonstrate an ability to thrive while working autonomously
- Must embrace the concept of harm reduction and be comfortable engaging with people who use drug

Supervisory Responsibility

This position does not currently have any supervisory responsibilities.

Work Environment

This job operates in a remote and/or office setting. This role routinely uses standard office equipment such as company's vehicle, testing supplies, computers, phones, photocopiers, filing cabinets and fax machines.

Physical Demands

This role requires the physical mobility to drive, sit and walk for moderate periods of time and requires the ability to occasionally carry or lift objects weighing up to 20 lbs.

Position Type and Expected Hours of Work

This is a fulltime position. Flexibility in hours is allowed, and the employee must work 20-25 hours each week to maintain fulltime status.

Travel

This position will be expected have access to own transportation and to use organization vehicle, to travel throughout the service areas, as needed.

Education and Experience

- Must hold a valid driver's license in the State of Alabama
- Prefer someone with their own reliable transportation but can provide a vehicle if needed
- Must be able to work flexible hours, including evenings & weekends on occasion
- Must purchase non- owners insurance if driving a company vehicle.
- First aid and CPR Certification, necessary within the first 90 days of hire

The statements contained above reflect general details as necessary to describe the essential functions of this job, the level of knowledge and skills required, but should not be considered an all-inclusive listing of work requirements. Please be advised that this document should not be construed, in any manner, as a contract of employment. All employees of The Knights and Orchids Society, Inc (TKO) are employees "at-will". I have read and understand the responsibilities and requirements of this position.



Employee Signature

Date

Manager/Supervisor

Date