

JOB DESCRIPTION

POSITION TITLE: Overdose Prevention Specialist

REPORTS TO: HIV Prevention and Education Coordinator

STATUS: Full-time

Salary: \$54,528

Location: Full-time based in Anchorage, two days per week, traveling to Wasilla in the Mobile Unit

JOB SUMMARY

Four A's harm reduction services help to prevent the spread of infectious disease and overdose fatalities by offering lifesaving supplies to directly impacted people. We work to empower people who use drugs (PWUD) through connection, education, and linkage to a variety of healthcare options and social resources. This position will provide direct services to PWUD and other marginalized groups who are at high risk for HIV, Hepatitis C, overdose, and other chronic health conditions, working out of the Four A's mobile health van.

Position Tasks:

- Provide individualized harm reduction education to participants on overdose education, use of Naloxone, HIV and Hepatitis C risk reduction, and safer drug use.
- Provide direct services to PWUD through the Four A's Syringe Access Program (FASAP). This includes providing participants with sterile injection supplies, safer smoking and injection supplies, and information on safer use.
- Provide participants with community resources and help connect them to local services. Individual will need to collect and maintain up-to-date knowledge of local resources: healthcare, treatment, and social service providers in Mat-Su.
- Conduct one-on-one outreach to high-risk populations.
- Collect and record program and participant data as required for the state and agency database.
- Attend staff meetings, training, and outreach events. Travel to and from Anchorage required for staff meetings and trainings.
- Flexible work hours, including some evenings and weekends.

QUALIFICATIONS

Education and Experience: The successful candidate will possess a high school diploma or GED. Lived experience is highly valued for this position, and personal experience with substance use, mental health, or trauma is especially preferred. Prefer at least one year of experience as a peer support specialist. Must be able to work occasional evenings and weekends as necessary

Communication Skills: Must possess excellent written, communication, and organizational skills, be proficient in database entry with an attention to detail, have a positive attitude, possess strong listening skills, and feel comfortable working with diverse populations in a variety of settings. Must be comfortable discussing sexually explicit subjects, facilitating educational and support groups.

Equipment:

- Ability to operate a personal computer, fax machine, printer, and copier.
- Access to reliable transportation.

Physical Requirements:

- Frequent communication - verbal and written.
- Frequent sitting and/or standing.
- Repetitive movement of hands and fingers - typing and/or writing.
- Visually or otherwise identify, observe and assess.
- Occasional stooping, kneeling or crouching.
- Reach with hands and arms.
- Use math/calculations.
- Lifting Requirement – minimum of 25 lbs

Certifications and Clearances: Valid driver's license; proof of auto insurance. Background check will be conducted to screen for history of abuse of vulnerable populations. Individuals with lived experience with the criminal justice system are encouraged to apply.

Knowledge, skills, and abilities: Must be knowledgeable of recovery resources and community support groups. Must be open to all pathways to recovery and be comfortable working in an environment that does not require or push recovery or treatment on any participant. Must be highly compassionate, creative and energetic, show initiative and be able to work independently as needed. Must be able to work effectively and sensitively with people living with HIV, from various social-cultural and economic backgrounds and different of sexual orientations and gender expressions. Must be comfortable discussing sexual issues and subjects with a wide range of persons. Must be comfortable working alone in a mobile van setting. Skills in group facilitation and community organizing a plus.

Access to PHI: Will have access to Protected Health Information as outlined in Four A's Security Policies & Procedures.

ESSENTIAL JOB FUNCTIONS

- Provide services in accordance to the Four A's mission statement.
- Responsible for adhering to all policy and procedures as outlined in the Employee Handbook and other departmental procedure manuals.
- Conduct one-on-one HIV rapid testing and outreach to high-risk populations.
- Conduct one-on-one Hepatitis C rapid testing to People Who Use Drugs.
- Create and distribute marketing materials and keep promotion tools updated.
- Maintain data as directed.
- Lead HIV testing campaign among participants and provide accurate HIV prevention resources.

- Oversee all daily operations of the syringe access project in Wasilla.
- Compile monthly, quarterly, and annual statistics on participants and programs.
- Oversee condom distribution in Mat-Su.
- Maintain outreach to social service agencies and organizations in Mat-Su.
- Work collaboratively with partners such as Mat Su Health Services.

This Job Description does not list all of your job duties. Occasionally your supervisor may request that you perform other reasonable duties. Review of your performance is based on your performance of the duties listed in this Job Description and these other duties. The Four A's reserves the right to revise this Job Description at any time. This Job Description is not a contract for employment. Either you or the Four A's may terminate the employment relationship at any time, for any reason, with or without notice, with or without cause.

Four A's is an Equal Opportunity Employer and makes every effort to ensure that in every phase of its recruitment and selection processes equal employment opportunity is provided to all individuals regardless of race, color, genetics, sex, gender identity or expression, sexual orientation, age, religion, marital status, change in marital status, pregnancy, parenthood, disability, national origin or citizenship, or veteran's status. People with lived experience of drug use, incarceration, homelessness, and/or sex work; people of color, women, and members of the LGBTQIA+ communities; and people living with HIV/AIDS and/or hepatitis C are strongly encouraged to apply.

Interested candidates can apply by sending a resume, cover letter, and completed Four A's Employment Application (found at <https://www.alaskan aids.org/uploads/documents/Employment-Application.pdf>.) to applicants@alaskan aids.org.