

SAGE Project, Inc.
Job Posting

POSITION: HEALTH COUNSELOR

Department: SAGE Health Education and Prevention Services

Reports to: Health Services Program Director

FLSA Status: Non-exempt

Salary Range: DOE

Benefits: Fully benefited position

Part/Full Time: 24 hours weekly (TBD)

Schedule: TBA (Monday through Friday with some evening and weekend hours)

SUMMARY

This position is responsible for facilitating Health Education groups held at SAGE and other sites in the community. In addition, the Health Counselor will provide clients with individual counseling, assessment of risk behaviors and assistance in the development of strategies for risk reduction. The Health Counselor will provide referrals to appropriate systems of care and advocate as necessary. The Health Counselor will engage clients in health related activities and participate in community health outreach activities. The Health Counselor will be responsible for assisting in data collection and conducting follow-up evaluation interviews. Candidates must have knowledge of HIV, Hepatitis and Substance Abuse. Candidates must have Group Facilitation education, training and experience.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Facilitates SAGE Health Education groups
- Provides individualized Health Counseling as appropriate
- Provides clients with appropriate referrals for health related needs; advocacy provided as necessary
- Assists Health Services Team with design, development and distribution of materials for use in Health Services related activities
- Participates in Health Services outreach activities in the community
- Participate in all training and educational activities in collaboration with SAGE partner organizations
- Collaborates as a member of SAGE interdisciplinary treatment team

QUALIFICATIONS

To perform this job successfully, the applicant **MUST** be able to complete each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

- Demonstrated experience, commitment and competence in working with high-risk adults.
- Demonstrated experience in working with minority reentry adult populations
- Demonstrated ability to develop, cultivate and adapt to working with staff and community members from diverse ethno-cultural and socio-economic backgrounds.
- Excellent verbal and written communication skills; ability to communicate verbally in supervision, in meetings and with other members of the team.
- Understanding of and facility with concepts of harm-reduction in a client centered environment

EDUCATION / EXPERIENCE

- B.A./B.S. in a behavioral science with two years of health education experience; or equivalent combination of education and experience
- Certification as a Community Health Worker preferred

- Certification as an HIV Educator, HIV Case Manager and HIV Outreach Worker preferred

OTHER QUALIFICATIONS

- Ability to pass State and Federal criminal background checks
- Red Cross CPR & First Aid Training Certifications
- Must have a valid California Drivers License
- Must obtain TB and medical clearance upon job offer

OTHER SKILLS AND ABILITIES

- Dedication to working closely and cooperatively in a community-based organization with diverse staff, clients, families and/or partnerships.
- Sense of humor, highly ethical professional standards and multi-cultural competency
- Excellent problem solving and conflict resolution skills with the ability to manage ambiguity and adversity.
- Ability to work in an open, fast-paced, nontraditional agency under high pressure with often competing deadlines.
- Computer literate and comfortable acquiring new technology skills.
- Excellent time management, group facilitation and document management skills.

NOTICE

The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills that are required of personnel in this classification.

Please note that women, individuals of color, minority populations and individuals with disabilities are encouraged to apply. Please send cover letter and resume to

Kelly Tyne, Director of Health and Men's Programs @ kellyt@sagesf.org
•• enable individuals with disabilities to perform the essential functions.