

JOB TITLE: CT Center for Harm Reduction Manager

PAY RATE: \$45,500

REPORTS TO: Director of CT Center for Harm Reduction

WHY WORK AT ACT?

At Advancing Connecticut Together (ACT), we work to improve the lives of people impacted by poverty and economic disparities, health disparities like HIV/AIDS, homelessness and substance use issues through three programmatic divisions (AIDS CT, CAHS and CFHR). We are a non-profit organization that is passionate about our work and strive to lead through innovation, make measurable progress, collaborate for greater impact, and respect the choices of our participants

Responsibilities:

- Oversee daily operations of all Center for Harm Reduction (CFHR) programs, including all components of OTL and SSP such as staffing
- Manage CFHR staff including interviewing, hiring, training, performance reviews/ongoing professional development plans, employee conflicts, disciplinary actions and other management tasks
- Ensure all programs activities (i.e.: SSP data, HIV/HCV testing, outreach encounters, etc.) are collected and entered in their respective data collection systems in a timely manner
- Assist Director of Harm Reduction and Prevention with preparing reports as necessary
- Build and maintain good working relationships with DPH representatives and key collaborators in the community
- Create and conduct outreach, testing and linkage events to promote HIV/HCV testing and network with community members/stakeholders in local communities with a focus on Hartford county communities
- Deliver culturally appropriate HIV/HCV/STIs and sexual health education and prevention counseling messages to community members throughout local communities
- Work with SSP staff to conduct supply inventory, assess supply needs and order supplies in a timely manner
- Provide overdose and naloxone trainings, in addition to other harm reduction trainings, to staff, clients and outside agencies
- Manage social media accounts with posts and client engagements
- Maintain working knowledge of all program components to properly collaborate and coordinate delivery of services
- Adhere to universal standard precautions to prevention the transmission of bloodborne pathogens from exposure to blood
- Other duties as assigned.

QUALIFICATIONS:

- BA/BS in health/education or a combination of three or more years of health educator, harm reduction and outreach experience
- Experience managing frontline, community-based programs
- Knowledge of HIV/HCV/STIs, sexual health, substance use/abuse, and the harm reduction model
- Comfortable talking with people of varying cultures, ethnicities, sexual orientations, gender identities, socioeconomic status, people who inject drugs, people living with HIV, etc.
- Comfortable working in a sex positive environment where HIV/STIs, sexual behavior and prophylaxis are routinely discussed
- Familiarity with groups disproportionately affected by substance use and HIV/HCV
- Ability to work in a fast-paced environment with minimum supervision
- Excellent oral and written communication skills and ability to effectively communicate with groups prioritized for services in their own environments to provide education on infectious conditions, prevention, risk reduction and treatment
- Creativity, flexibility and ability to work as part of a team
- Excellent time management skills
- Flexibility with schedule as there may be a need for occasional weekend and evening hours
- Must have reliable transportation, a valid driver's license and a clean driving record
- Comfortable receiving and distributing syringes and risk reduction supplies

WHAT WE OFFER FULL-TIME (35 hours per week) EMPLOYEES:

- Dedicated, diverse, and friendly co-workers
- 12 agency holidays
- Agency-subsidized medical, dental, and vision coverage and 100% paid short-term/long-term/life insurance
- 403(b) retirement plan with employer match of 100% up to 3% of pay
- Free off street parking

SOUND LIKE A GOOD FIT?

If so, please send your thoughtful cover letter and resume to apply@act-ct.org with "CT Center for Harm Reduction Manager" in the subject line. Resumes received without a compelling personalized cover letter will not be considered. Candidates will be considered on a rolling basis until the position is filled. Due to the anticipated volume of responses, we will contact only those top candidates who most closely match our requirements.

Advancing CT Together, Inc. celebrates diversity and inclusion and is an Equal Employment Opportunity/Affirmative Action employer.