



LA CLÍNICA DEL PUEBLO

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AMERICORPS MEMBER

POSITION DESCRIPTION 2011 -2012

Position title:

“AIDS United AmeriCorps Member / HIV Prevention and Health Promotion Educator”

Name of organization:

La Clínica del Pueblo – Community Health Action Department

Brief description of organization:

La Clínica del Pueblo is a Federally Qualified Health Center (FQHC) serving the needs of uninsured and underinsured Latino immigrants and others in need in the Washington, DC metropolitan area. Founded in 1983, La Clínica began as a one night a week volunteer clinic and currently provides a range of comprehensive health, mental health, and social services, including comprehensive HIV prevention, health promotion and care services. Currently, La Clínica serves clients at two sites: a health facility in Columbia Heights, and a new, non-medical site serving the health and health education needs of Latino LGBTQA youth in Mount Pleasant, both in the heart of DC. La Clínica’s HIV prevention services include on and off-site HIV counseling and testing in DC and suburban Maryland; street and venue based outreach targeting high risk heterosexual Latino men and women, Latino MSM, and transgender Latinas; psychoeducational skills building groups targeting at-risk populations; and health education workshops for the community at large.

Placement description summary

The HIV Prevention and Health Promotion Educator will provide bilingual HIV Counseling, Testing and Referrals (CTR), conduct outreach prevention activities, and assist in the HIV Systems Navigator program to link HIV positive patients into care.

Description of service activities (what the member will be doing); include other duties as assigned by the program (team days, service days, reporting, etc.)

- CTR Activities
 - Provide bilingual HIV Counseling, Testing and Referrals (CTR) at La Clínica’s main site, at its Youth Center, and at off-site testing events like health fairs.
 - Participate in periodic team meetings with other HIV testers to evaluate cases and protocols.
 - Update referral information for services such as STD clinics, health centers, etc. in conjunction with other departments at La Clínica.
 - Provide program support to fellow HIV counselors and CTR manager as needed.

- Outreach activities
 - Conduct community street outreach as part of the early intervention program. Outreach will target individuals at high risk for contracting HIV.
 - Identify areas for engaging in outreach (community map). Assist in the coordination of other outreach activities in conjunction with the CTR manager and HIV promoters.
- HIV Systems Navigator
 - Assist in the development of protocols to help the HIV Systems Navigator to link HIV Positive clients more effectively. In order to create protocols, member will assess the current system, and discuss needs, assets, and gaps with HIV counselors, Systems navigator, and CTR manager.
 - Provide a more seamless transition between CTR, Systems Navigator and Medical staff in a systematic way.

Training and Supervision:

The AmeriCorps member will be supervised by Ms Brigida Guyot, HIV Primary Prevention and Health Promotion Manager. The AmeriCorps member will meet with their supervisor weekly or as determined to check-in on goals and objectives, review progress and strategize around upcoming activities. The AmeriCorps member will also be an integral part of program meetings, as well as the Community Health Action Department meetings.

Initial Orientation

The AmeriCorps member will receive an overview orientation and staff introductions from their supervisor on their first day of service. Within the first week of service, the member will meet with La Clínica's Human Resources Officer to discuss benefits opportunities and agency policies and procedures. AmeriCorps member will be also oriented by the HIV Primary Prevention Manager on the Service Placement description, program goals and objectives, program placement plan, and will elaborate a supervision plan during the first month of service. During the initial orientation with supervisor, the AmeriCorps member will have the option to explore the full continuum of HIV services provided at La Clínica through shadowing opportunities in HIV primary care, case management, systems navigation, linguistic services and outreach programs.

Finally, the member will attend an in-depth new employee orientation within the first three months of service covering the history of La Clínica, history of the Latino population in the Metropolitan area, overview of Latino health issues and introduction to departments, services and staff at La Clínica.

Training

Member training will take place in the first three months of service. The host site supervisor will coordinate training in HIV counseling, testing, outreach and workshop facilitation including:

- HIV Prevention Counseling Techniques (DC or Maryland Departments of Health)
- Orasure Techniques (DC or Maryland Departments of Health)
- La Clínica del Pueblo CTR Service Protocols (CTR Program Manager and program staff)

- La Clínica del Pueblo HIV Prevention Outreach Protocols (Primary Prevention Manager and program staff)
- La Clínica del Pueblo HIV Workshops Facilitation and Curricula (Primary Prevention Manager and program staff)

The supervisor will assist the AmeriCorps member to pursue other training opportunities as available, including:

- Medical Interpretation (La Clínica del Pueblo Linguistic Services Department)
- STD education and testing (Departments of Health or as available)
- Cultural Competency for providers of clinical and social services to immigrants and sexual minorities (as available)
- Effective Behavioral Interventions (EBI) for HIV prevention and health education programs (Centers for Disease Control or as available)

The AmeriCorps member will also participate in monthly HIV prevention meetings for planning and training; attend HIV prevention trainings as identified by the HIV Primary Prevention Manager; submit monthly narrative and statistical reports to HIV Primary Prevention Manager, and fulfill all requirements set by National AIDS Fund AmeriCorps Program for service days and training requirements.

Skills and qualifications required for this placement:

- Bilingual-Spanish/English.
- Must possess the ability to negotiate and provide advocacy effectively.
- Strong verbal and written command of the English language.
- Must be prepared to make independent decisions and handle several tasks simultaneously.
- MS Office and Internet computer experience.

Schedule of hours at agency

Monday: 9:00 AM – 5:00 PM
Tuesday: 12:00 AM – 8:00 PM*
Wednesday: AmeriCorps Service Day
Thursday: 9:00 PM – 5:00 PM
Friday: 9:00 AM – 5:00 PM

*These hours will be flexible as some non-traditional hours are required when conducting outreach and off-site CTR services.

Name and title of supervisor:

Brigida Guyot / HIV Primary Prevention Manager
 T: 202-448-2847
 E: bguyot@lcdp.org