

Position Information

Requisition Number	100603
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Departmental Job Title	HIV Supportive Services Coordinator
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Type of Position	Staff
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Number of Positions Available	1
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Division	Biological Sciences
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Department	2012211-BSD-Medicine-Inf Diseases
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*Standard Summary

About the Unit

The Chicago Center for HIV elimination, embedded within the University of Chicago's main campus in Hyde Park, is located in Chicago's HIV epicenter. Of the 20 neighborhoods in the city with high annual HIV diagnosis rates (greater than 40 per 100,000), 13 of them are no more than eight miles from the University of Chicago. This area includes 4 of the 6 communities with the highest annual diagnosis rates in the city (Washington Park, West Englewood, Greater Grand Crossing and South Shore). Our position within the hardest hit neighborhoods in Chicago provides unique opportunities to advance HIV testing and prevention interventions locally, providing tangible results to those most affected and to improve the lives of those living with and without HIV infection.

We are certainly not the only people providing HIV care in Chicago. Northwestern Memorial Hospital, Rush University Medical Center, the Ruth M. Rothstein CORE Center, the Stroger Hospital of Cook County, and many of our local partners have been providing exceptional HIV care, services, and programs since the early years of the epidemic. We look forward to collaborating with them in the years to come on our long-term vision for HIV elimination.

Unit Job Summary	HIV Supportive Services Coordinator: Supportive Services Team Lead/PS-PrEP Interventionist: Will be involved in project implementation and management, providing linkage to care services to patients and supervising supportive services staff. Will be involved in research activities, including study design, enrolling appropriate patients, facilitating linkage-to-care intervention according to protocol, collecting data and presenting results.
Education	Master's degree in social work required prior to start date. Clinical Social Work license preferred.
Experience	Experience working with and/or providing care to LGBT populations, communities of color, and people living with HIV required. Experience providing HIV/STI treatment and/or prevention required. Experience providing mental health counseling, crisis counseling, and trauma-informed care required. Preferred: Previous work experience with the Chicago Department of Public Health. Previous grant writing experience. Previous supervisory experience. Program management and/or development experience. Program monitoring and evaluation. Basic data analysis Manuscript and abstract preparation/submission experience. Previous super
Competencies	Required: Ability to train others. Demonstrated effective leadership and teaching skills. Demonstrated supervisory skills. Strong knowledge of relevant scientific field Knowledge of research techniques or methods Knowledge of regulatory policies and procedures. Analytical skills. Problem-solving skills. Attention to detail. Proficiency in use of Microsoft applications, including, but not limited to Outlook, Excel and Word Ability to travel to various community venues across the metropolitan Chicago area. Ability to perform phlebotomy or a willingness to be trained in phlebotomy. Ability and/or willingness to provide HIV/STI treatment, education, and prevention in non-

traditional settings (community venues)
 Ability to manage stressful situations
 Willingness to attend necessary orientation and trainings offered through Chicago Department of Public Health during employment and prior to hire date
 Ability to work on multiple projects simultaneously, set priorities, and meet deadlines
 Strong interpersonal skills and the ability to work both independently and as part of a team.
 Ability and willingness to work outside the "normal" business hours of 8:30am-5pm.

Required Job Seeker Documents	Resume Cover Letter
Optional Job Seeker Documents	Writing Sample Reference Contact Info
Work Location	Campus - Hyde Park
Other Work Location	
Work Schedule	Full-Time
Hours/Week	40
If other than regular hours (M-F, 8:30-5:00) please detail	May require some evenings and weekends.
Benefits Eligible?	Yes
Union (If applicable):	Non-Union
Pay Grade	NA
Pay Range	Depends on Qualifications

Pay Frequency	Monthly
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Does this position require incumbent to operate a vehicle on the job?	No
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Is a Background Check Required?	Yes
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Is Drug Testing Required?	Yes
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Employee Referral Bonus Amount	None
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Posting Date	05-17-2016
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Remove from posting on or before	11-17-2016
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