

**SOUTHERN ARIZONA AIDS FOUNDATION**  
**HEALTH EDUCATION & CAPACITY BUILDING TRAINER**  
**JOB DESCRIPTION**

**Scope of Work:** The Southern Arizona AIDS Foundation's Health Education & Capacity Building Trainer provides coordination of trainings for service providers on LGBTQ cultural responsiveness. The Health Education & Capacity Building Trainer works as part of a collaborative team which includes the Southwest Institute for Research on Women (SIROW) and the Southern Arizona AIDS Foundation (SAAF). This position will be responsible for the development of and delivery of workshops that provide introductory level and professional development trainings on LGBTQ identities and provide best practices and competency suggestions for those working in various settings. This position provides support for the Lighthouse and Eon programs. This is a part-time, 30 hours/week, non-exempt position based at SAAF's Thornhill Lopez Center on 4<sup>th</sup> (TLC4). This position requires the ability to work very flexible hours, including evenings, late nights, weekends, and holidays.

**Functional Responsibilities:**

- Keep current on LGBTQ cultural responsiveness best practices, literature on health disparities, and other related issues and serves as a resource to other agency and collaborative staff on these topics.
- Works with LGBTQ Capacity Building Manager to develop tailored LGBTQ cultural responsiveness trainings for professionals working with LGBTQ and homeless adults.
- Effectively delivers LGBTQ cultural responsiveness trainings to professionals at a variety of organizations in particular agencies providing services to chronically homeless adults.
- Provides support to Eon and Lighthouse programs including staffing the Eon lounge and providing referrals and supporting linkages to services. Staffing Eon lounge includes involvement in implementation and creation of programming, as well as facilitating programming.
- In collaboration with Lighthouse partners, conducts outreach and participant recruitment at young adult and adult serving organizations in the Tucson community.
- Provides linkage services to appropriate HIV medical care, case management services, and other support services offered by SAAF and/or other community organizations.
- Maintains regular communication and professional relationships with collaborators and community partners on all project related activities.
- Administers evaluation processes in accordance with program requirements.
- Collects and enters all data regarding project activities in a timely manner.
- Provides reports regarding project activities as indicated by SAMHSA and SIROW.
- Serve as a representative from SAAF for community events and committees.
- Keeps current on HIV/AIDS, viral hepatitis, harm reduction/risk reduction models, substance abuse, and other health-related issues and serves as a resource to other agency and program staff on these topics.
- Provide HIV and Hepatitis C rapid and/or confirmatory testing using rapid testing technologies and venipuncture (blood draw) services.

- Work collaboratively within the Prevention and Care Services Departments, including but not limited to covering shifts for HIV/HCV testing, Syringe Access, Community Education, and/or assisting with unloading food pantry items, programmatic support, etc.
- Performs other duties as assigned.
- Reports to the Eon Program Manager.

**Required Qualifications:**

- Bachelor's degree in social services or health-related field or 1-year experience with direct service delivery in the areas of health care, behavioral health, or social services.
- Ability to communicate with and provide training to clinical and social service professionals.
- Demonstrate a comprehension and appreciation of diverse and complex cultures.
- Ability to exercise and demonstrate compassion and non-judgment when working with community members and project collaborators.
- Ability to work effectively with gay, lesbian, bisexual, transgender, queer, and questioning youth, youth of color, and their peers.
- Responsible, dependable, energetic self-starter who can work independently as well as in a team environment.
- Excellent interpersonal, written and verbal communication skills.
- Access to a reliable vehicle, a valid AZ Driver's License, and a driving record that will be supported by our liability insurance provider.

**Preferred Qualifications:**

- Knowledge of and work history with programs serving LGBTQ communities.
- Experience in training clinical and non-clinical professionals.
- Knowledge and experience in development and implementation of collaborative community prevention projects.
- Experience in development and implementation of targeted educational materials.
- Bilingual (English/ Spanish).

**Compensation:** Minimum rate of \$16.20 depending on experience; benefits include health, dental, and life insurance; long- and short-term disability insurance.

**To Apply:** Submit letter of interest, resume with dates of employment, and names, addresses, and phone numbers of three professional references to the Director of HR, Southern Arizona AIDS Foundation, 375 S. Euclid Ave., Tucson, AZ, 85719, e-mail to [hr@saaf.org](mailto:hr@saaf.org) or visit [www.saaf.org](http://www.saaf.org). Open until filled.

**Affirmative Action:** The Southern Arizona AIDS Foundation is an Affirmative Action/Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, gender identity, age, or disability.

People who use (or used to use) drugs, current or former sex workers, people of color, women, members of the LGBTQIA communities, those who have experienced housing insecurity, people who have received harm reduction services, and people living with HIV/AIDS and/or hepatitis C are strongly encouraged to apply.

**Start Date:** As soon as possible.