

## Job Description

<b>Job Title:</b>	Health Education Coordinator
<b>Location</b>	Project WOW Youth Center @ NJCRI
<b>Reports to:</b>	Program Manager
<b>Shift:</b>	Afternoon, evening and weekend hours
<b>Salary:</b>	Negotiable with experience

The position seeks a qualified candidate to coordinate and implement the Mpowerment and Many Men, Many Voices interventions within the Project WOW Youth Center, duties include but are not limited to:

- Oversee the daily implementation of drop-in center activities;
- Identify and recruit young gatekeepers inform and advise the enhancement of services offered;
- Coordinate the implementation of community-level events and activities;
- To conduct ongoing community assessment of Newark's YMSM population to inform program policies;
- Coordinate and facilitate a group-level intervention utilizing the Many Men, Many Voices curriculum;
- Coordinate and implement a community-level intervention as prescribed by the Mpowerment model;
- Coordinate various types of community-level outreach events that will attract clients to the youth center;
- Prepare monthly reports to be submitted to Program Manager utilizing protocols established by the NJDOHSS and the CDC;
- Facilitate the ongoing collection of client-level data while assisting the Program Manager in the reporting of process and outcomes monitoring data, via various modes program evaluation;
- Provide Prevention Case Management to a small case load of clients according to NJDOH and CDC standards and protocols;
- Represent Project WOW Youth Center at various gatherings (meetings and conferences) while presenting on lessons learned and cultural-nuances, unique to YMSM of color, that increase risk for the acquisition or transmission of HIV;
- To participate in the New Jersey Community Planning Group (NJCPG); and
- Make referrals, when appropriate, and track linkages.

### Qualifications:

Candidates should have a minimum of a Bachelors Degree and/or a four year history of providing health education-related services in a community-based setting. The ideal candidate will have experience working with sexual minority youth and young adults. Candidates must be knowledgeable of the culture of young men who have sex with men (YMSM) of color and the factors that place marginalized populations at increased risk for acquiring or transmitting HIV. Candidates must be creative, motivated, work well independently and have strong teamwork skills. Candidates should have great oral presentation and writing skills. Candidates should possess the ability to multi-task and excel under pressure. Interested candidates should submit their resumes to Aunsha Hall, via email: [a.hall@njcri.org](mailto:a.hall@njcri.org) or by fax: (973) 412-8443. .