

**Position Title:** Wellness Specialist

**Location:** Hudson County, NJ

**Department:** Community Health Programs

**Reports To:** Director of Health Programs

**Compensation:** \$28.00–\$30.00 per hour, depending on experience and qualifications.

**Employment Type:** Full-time

**Benefits:** Hudson Pride Center offers a comprehensive benefits package for eligible employees, including access to health insurance, paid time off, and paid holidays.

**Position Summary:** The Wellness Specialist is responsible for case management for LGBTQ+ clients receiving services under Hudson Pride Center's (HPC) Community Health Programs. The Wellness Specialist plays a pivotal role in improving health outcomes for LGBTQ+ and HIV-affected community members residing in Hudson County, specifically in relation to HIV testing and linkage to care, PrEP/PEP linkage to care, and STI testing services. By employing a comprehensive, status-neutral approach to HIV testing, prevention, and care, the Wellness Specialist ensures immediate and appropriate action based on test results to optimize health outcomes for all clients, regardless of their HIV status. This role combines community case management with direct service responsibilities, providing equitable support for LGBTQ+ and HIV-affected community members across the county. The Wellness Specialist facilitates inclusive care, addressing both HIV prevention and treatment needs, and promotes effective integration of services. They play a critical role in community case management, supporting clients throughout the entire process of navigating the healthcare system and enhancing overall health outcomes through a holistic approach.

### **Key Responsibilities:**

- **Community Case Management for LGBTQ+ Health:**
  - Support clients in maintaining engagement with care and incentivize linkage to treatment and/or services.
  - Develop case plans with clients to support efforts with treatment adherence and continuum of care, updating quarterly.
  - Serve as a liaison between clients and healthcare services, ensuring consistent care and support. Responsibilities include, but are not limited to: assisting clients in scheduling appointments, providing escort services to appointments, and conducting follow-ups via phone and email.
  - Provide care management for clients who test negative for HIV by offering education and prevention resources such as PrEP/PEP, condoms, and harm reduction services. Facilitate referrals and appointments with providers, while adapting support to meet their evolving needs.
  - Provide care management for clients living with HIV and who are newly diagnosed, and provide ongoing support to help them achieve and maintain an

undetectable viral load, reinforcing the "U=U" (Undetectable = Untransmittable) principle. Facilitate referrals and appointments with providers, while adapting support to meet their evolving needs.

- Provide care management for clients seeking STI testing services by scheduling appointments with healthcare providers, working closely with clients to ensure they understand the importance of following up with care and completing treatment regimens, and conduct initial assessments of client needs, including medical care, emotional support, and other services.
- Provide clients with accurate and up-to-date information about HIV prevention, testing, and treatment options, ensuring educational materials are inclusive and non-judgmental.
- Assist clients in overcoming barriers related to costs, laboratory services, and other obstacles to accessing PrEP/PEP, STI and HIV treatment/care.
- Facilitate client access to essential services that may impact their success in care and treatment by providing referrals for housing, food, mental health support, financial assistance, employment resources, and other related needs.
- **Data Collection & Reporting:**
  - Maintain accurate records of client interactions and service referrals, and prepare monthly/quarterly reports to track program deliverables and client outcomes.
  - Maintain and update all electronic databases with required client information being serviced under this program as required by grant funders
- **HIV Testing & Event Coordination:**
  - Perform rapid HIV testing onsite at our Union City or Jersey City locations and at community events, social service agencies, and as needed throughout the county, ensuring accurate, confidential and timely results.
  - Support the planning and execution of community-based testing events throughout Hudson County to enhance accessibility to HIV-related and Prevention services, raising HIV awareness, increasing testing rates, and providing educational resources.
- **Group Facilitation:**
  - Responsible for leading and facilitating group sessions effectively, including support groups and educational workshops, to foster community engagement and provide valuable information and resources.
- **Community Network Coordination:**
  - Work alongside the leadership team, in building collaborations among local Ryan White programs, Non-Ryan White programs, AIDS Service Organizations (ASO), Social Service Agencies, Community Based Organizations, and emerging infectious disease practices in Hudson County.
  - Ensure seamless integration and communication across various healthcare networks.
  - Attend all agency meetings, state and county level meetings, committees, and related opportunities as assigned and/or required by grant funders.

- **Confidentiality & Compliance:**
  - Maintain strict confidentiality regarding clients' personal information and HIV status, ensuring all interactions comply with privacy regulations and best practices.
- **Training & Development:**
  - Stay informed about the latest developments in HIV care, prevention care, and STI care and treatment, while participating in ongoing training to enhance knowledge and skills related to client support and advocacy.

### Qualifications:

- **Education:** A Master's degree in Social Work, Public Health, Nursing, or a related field is preferred. Candidates with a minimum of 2 years of experience in HIV or healthcare-related fields will also be considered. Relevant certifications or specialized training in HIV, STIs, preventive care, or counseling are highly desirable.
- **Experience:** Minimum 1 year of experience as an HIV tester or counselor in a client-facing role within a healthcare or social services setting. Experience in HIV prevention and linkage to care is highly desirable. Preference will be given to candidates with a NJ HIV Testing & Counseling certificate or the ability to obtain it within 60 days of hire.
- **Skills:**
  - **Interpersonal & Communication Skills**
    - Strong ability to build rapport with individuals from diverse backgrounds and provide effective support.
    - Excellent verbal and written communication skills for clear and compassionate client interactions.
    - Skilled in organizing and managing community events to enhance outreach and service delivery.
    - Skilled in facilitating community groups and activities focused on specific service populations
  - **Capacity Management & Resilience**
    - Ability to manage workload effectively while maintaining capacity to handle diverse responsibilities.
    - Demonstrated capacity for minimizing burnout and maintaining well-being to perform job duties effectively.
- **Language:** Fluency in both English and Spanish is preferred, with strong verbal and written communication skills in both languages.
- **Knowledge:** Strong understanding of LGBTQ+ health issues, cultural competence, and wellness strategies. Familiarity with HIV prevention, treatment, and community resources. Understanding of confidentiality and privacy regulations related to HIV status.

- **Attributes:** Compassionate, non-judgmental, and dedicated to providing equitable support. Ability to work independently and as part of a team, with strong organizational and problem-solving skills.

**Working Conditions:**

- In-person office environment
- Travel to community sites and events. Regular travel between the Union City and Jersey City locations is required. Employees must have reliable transportation to fulfill job responsibilities, whether through a personal vehicle and driver's license and/or other reliable means of transportation. Mileage for work related travel is reimbursed in accordance with organizational policy.
- Ability to lift up to 25 pounds, with or without reasonable accommodation, and perform physical activities as needed.

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**Hours:** This is a full-time/40 hour per week position. The work hours and days will vary based on HPC and clients' needs. General weekday, night and weekend availability is needed.

**Location:** This position will work out of two offices both located in Hudson County, New Jersey

**HOW TO APPLY:** Please send your resume and cover letter to [info@hudsonpride.org](mailto:info@hudsonpride.org)

*Hudson Pride Center is an equal opportunity employer and an inclusive organization. People of color, women, and LGBTQ+ people are strongly encouraged to apply. Applicants who need a reasonable accommodation to participate in the application or interview process may request one by contacting us at the email address above.*