

DEAF COMMUNITY ADVOCACY NETWORK JOB DESCRIPTION

Job Title: Deaf HIV Program Coordinator

Reports To: Executive Director and/or Assistant Director

Job details

The Program Coordinator for the Deaf HIV Program provides comprehensive direct services to Deaf and Hard of Hearing people who are HIV positive or who have AIDS. The program also provides support to family members and their caregivers. This position is full-time, in person, 40 hours a week, Monday–Friday, plus overtime as needed.

About Deaf Community Advocacy Network

Deaf Community Advocacy Network – DEAF C.A.N.! is a non-profit organization established in 1981 to provide services to the thousands of Deaf and Hard of Hearing people living in our area. DEAF C.A.N.! offers direct client services to individuals and families, as well as community education and information for professional groups. DEAF C.A.N.! provides a full array of services to the Deaf & Hard of Hearing communities in southeastern Michigan. DEAF C.A.N.! is partially supported by generous donations from individuals, community organizations, corporations and foundations.

Job Responsibilities

- Provide Medical Case management
- Furnish Information for/about People with HIV/AIDS to clients and community
- Offer Psychosocial and Socioeconomic Services
- Arrange for Community Resources and Access
- Provide Communication Support
- Instruct clients/community on STDs and STI Prevention
- Assist in Obtaining Quality Medical Care
- Instruct clients regarding Adherence to Medication
- Arrange for Nutritional Access
- Organize Transportation Access

Benefits

We offer a competitive salary

- Two weeks of paid vacation/sick with increases after 4 years
- Stipend for medical, dental, and/or vision insurance
- Retirement
- Long Term disability

Qualifications

Previous Case Manager experience not required but preferred.

- Fluency in American Sign Language; ability to work with Dysfluent consumers
- Excellent communication skills
- Ability to network with the Deaf, DeafBlind, and Hard of Hearing communities, medical, and governmental entities

- Excellent Organizational skills
- Understanding of “The Deaf Community” and “Deaf Culture”
- Understanding of HIV/AIDS or willingness to learn about HIV/AIDS to provide assistance to clients in creating a strong support system and to assist in obtaining appropriate care, nutrition and transportation.
- Obtain and maintain appropriate Case management certifications from the State of Michigan for working with clients who are HIV positive
- Ability to provide Advocacy and Case management services for clients who are HIV positive
- Assistance to clients in obtaining quality medical care to prevent opportunist infections and other immune weakening conditions
- Reporting responsibilities to the Grantee, Program Supervisor and to the DEAF C.A.N.! Director
- Serve on appropriate HIV/AIDS Committees as designated by the Detroit Department of Health, and the Southeast Michigan HIV/AIDS Council (SEMHAC)
- Ability to meet Grantee and Agency deadlines
- Ability to demonstrate appropriate time management
- Must be able to balance travel to 6 counties in Michigan and be at agency at least three day per week and to manage our Part B program which is statewide
- Management of the Statewide HIV Program (Part B)
- Attend grantees monthly case conference and case manager supervisor’s meetings
- Master’s Degree or Bachelor’s degree in related field preferred
- Participate in Quality management and Quality improvement activities such as client satisfaction surveys and Program Evaluations.
- Valid driver’s license
- Reliable transportation



DEAF C.A.N.! is an equal opportunity employer.

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