

Nine Circles Community Health Centre
is currently hiring for

Manitoba HIV Program Client Engagement Coordinator
1.0 EFT (38.75 hours/week)

Term: As soon as possible to March 31st, 2025 with the possibility of extension
\$36.711 to \$50.635 depending on qualifications

Job Overview

Reporting to the Program Lead, Manitoba HIV Program, the HIV Client Engagement Coordinator oversees, coordinates and facilitates client linkage in HIV care across Manitoba. Monitoring clients who are not linked to care or precariously linked to care, the Client Engagement Coordinator facilitates fail-safe procedures and coordinates efforts to link and retain clients in care.

The position is a full-time term (with possibility of extension), 77.5 hours per two-week period (including holiday pay hours). The regular work days fall between 8:00 a.m. and 8:00 p.m., Monday to Friday. Occasional evenings and weekends may be required. Administrative location is 705 Broadway, Winnipeg, MB.

The position is classified on the MAHCP_WCHREO salary scale. A comprehensive benefit package is provided as per employee eligibility via HEB Manitoba.

Key Responsibilities

Key areas of responsibility include:

1. Client Navigation and Service Coordination

- Routinely monitors client linkage in HIV care across Manitoba.
- Facilitates fail-safe procedures and coordinates efforts to link and retain people living with HIV to care.
- Oversees all new HIV client referrals to the Manitoba HIV Program.
- Works with referring healthcare providers to ensure most appropriate care site is assigned for patients.
- Communicates with people newly diagnosed with HIV to link and retain clients in care and ensures client care is appropriate and reflects the needs of individual clients.
- Liaises with Public Health, First Nations Inuit Health Branch, primary care providers, Manitoba HIV Program sites of care and other community services and social agencies to link and retain people living with HIV in care.
- Works with healthcare providers to determine appropriate care plans and facilitates and supports appropriate referrals.
- Supports the evaluation of client engagement in HIV care in Manitoba.

2. HIV Service Navigation

- Works with healthcare providers to facilitate pathway into care for people newly diagnosed with HIV and retain client linkage in care.
- Provides information, guidance and support for people living with HIV.
- Supports service navigation and coordination for patients throughout the HIV cascade of care

3. Client Engagement

- Facilitates the engagement of people with lived experience in the planning, implementing and evaluation of services provided by the Manitoba HIV Program

4. Communication

- Organizes and facilitates case management discussions.
- Participates in relevant meetings and committees.

A detailed job description is available upon request.

Qualifications

Required:

- BSW, OT, PT, BSc PN, RPN, BN, RN, SLP, RD, or related health/human service degree required.
- Basic Cardiac Life Support Certificate.
- Completion of British Columbia Centre for Excellence in HIV/AIDS HIV Treatment and Management online training course (or obtained within 1 year of employment).
- Minimum four (4) years related community experience working with individuals that require collaboration and partnership across various health, social service, and community sectors to promote health and reduce inequities.
- Demonstrated clinical skills in health assessments, physical examination and nursing interventions.
- Manitoba Indigenous Cultural Safety Training (MICST) (or obtained within 1 year of employment).
- Excellent interpersonal and communication skills.
- Able to work independently.
- Experience in electronic medical records and working knowledge of medical charting systems and principles.
- Demonstrated computer competency and experience working with Microsoft applications including Word, Excel, Power Point, and Outlook.
- Able to effectively manage multiple tasks and inquiries.
- Able to work effectively in a team environment.
- Able to maintain confidential and sensitive information.
- Able to manage inter-personal conflict in a respectful manner.
- Proof of Immunization & Testing (rubella, measles, hepatitis B, varicella, tuberculosis, covid-19).
- Valid Class 5 driver's license

Preferred:

- Master's Degree in related discipline.
- Knowledge of cultural safety and experience working with/in Indigenous communities.
- Experience working in harm reduction and STBBIs.
- Competency in an Indigenous language.
- Addictions and Mental Health training and certifications.

How to Apply

Interested candidates may forward their letter of application and résumé to:
humanresources@ninecircles.ca

Deadline for application: Monday, March 25th, 2024 by 4 p.m.

Nine Circles celebrates diversity and is committed to creating an inclusive environment for all employees. We encourage applications from qualified people who are Indigenous, living with HIV, identify as 2SLGBTQ, or belong to other traditionally marginalized communities.*

Nine Circles thanks all applicants for their interest, however only those selected for further consideration will be contacted.