**Community Health Promotion Officer - Sexualised Drug Use (Part-time)**

**Ready to make a difference in the lives of Gay, Bi+, and MSM individuals by empowering communities through education and support for optimal health outcomes? Join us!**

* We are on the lookout for someone to join our dynamic team and play a vital role in implementing our peer-based health promotion program “M3THOD."

**What’s Community Health Promotion - Sexualised Drug Use you say?**

Our unit is dedicated to delivering peer-based programs and services aimed at ensuring optimal sexual and general health outcomes for Gay, Bi+, and MSM individuals who engage in sexualised drug use. We focus on harm reduction, sexual health education, mental health, and overall well-being. Our goal is to create a supportive and informed community that can make healthier choices.

**Ok, so what’s the role?**

The Community Health Promotion Officer - Sexualised Drug Useis a key player in delivering peer education services focused on harm reduction and health promotion. You will:

* Provide education on harm reduction, sexual health, mental health, and general well-being.
* Engage with the community to foster a supportive environment.
* Work collaboratively with team members and stakeholders to achieve health promotion goals.

**Who are we looking for?**

* Someone passionate about supporting and empowering the LGBTQ+ community.
* An individual with a strong understanding of harm reduction, sexual health, and mental health.
* A proactive and collaborative team player who can also work autonomously.
* A person with excellent communication skills and the ability to engage effectively with diverse communities.

**What else can we tell you?**

ACON provides a colourful, nurturing, and fun workplace. Our employees and volunteers are the foundation for our ongoing effectiveness and for our capacity to deliver innovative community engagement and health promotion programs and initiatives for our communities.

To support the successful candidate in their new role at ACON we offer:

* Flexible working arrangements.
* Generous learning and development opportunities.
* Potential for tailored mentoring opportunities.
* Supportive working environment with a knowledgeable and friendly team.

**What’s the remuneration and working details?**

**Salary**: $50,412 to $60,806 (*FTE* *Gross per-annum, PLUS* S*uperannuation and Leave Loading*) – commensurate with skills, qualifications, and experience.

**Location**: ACON’s Gadigal / Sydney Office, and numerous clinical sites in the inner city.

**Hours:** Permanent, Part-Time (42 hours per fortnight).

The role may also require working evenings up until 8pm, and some Saturdays.

We offer flexible working arrangements and a generous array of entitlements often above the National Employment Standards (NES) including:

* Salary Packaging up to $35,000 gross up value (i.e., currently up to $15,900 Expenses + $2,650 Meals, tax free).
* Generous pro-rata leave entitlements – including up to an extra week of paid leave for full time employees to be taken during our Christmas and New Year’s shutdown period.
* Employee Assistance Program (EAP) – access to a comprehensive counselling service free to employees.

**How can I find out more details and apply?**

If this sounds like you, we invite you to apply to join our team and help us make a meaningful impact on the lives of those we serve. By joining us, you will be part of a mission to create a healthier and more inclusive community.

We’d love someone who has experience already in this area but people at all levels of experience are absolutely welcome to apply. We highly encourage Aboriginal and Torres Strait Islander people, people from CALD backgrounds, people with disabilities, and people of all genders to apply.

For more information on the role, please contact Bo Justin Xiao, Coordinator – via email BJXiao@acon.org.au

If this sounds like the position and organisation you’ve been looking for, find out how to apply at www.acon.org.au/jobs.

All applications must include:

1. Your completed *ACON Employment Application Form* – with all the details filled in where requested;
2. Your *Cover Letter* outlining how you meet the *Selection Criteria* (max. 3 pages); and
3. Your *Resume* (max. 4 pages).

**Applications close: Sunday 15 September 2024**

We are grounded in the belief that diversity is our strength, our differentiator, and at the core of who we are and what we do. As part of our commitment to inclusion, we encourage applications from people living with HIV, Aboriginal and Torres Strait Islander people and LGBTQ people from culturally, linguistically and ethnically diverse, migrant and refugee backgrounds, and LGBTQ people of colour.

[www.acon.org.au](http://www.acon.org.au)

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| APPROVED: Director, HIV&SH | CHPO – Sexualised Drug Use | Aug 2024 |

**Position Title:** Community Health Promotion Officer - Sexualised Drug Use (Part-time)

**Work Level:** Admin

**Reports To:**  Manager – Gay, Bi+ Men’s Sexual Health Programs

**Direct Reports:**  Casual Project Staff and Volunteers (community members)

**Position Overview**

Deliver peer-based programs and services aimed at ensuring optimal sexual and general health outcomes for Gay, Bi+ and MSM who engage in sexualised drug use.

This includes the provision of peer education services focused on harm reduction, sexual health, mental health and general wellbeing.

**About Sexualised Drug Use Program “M3THOD”**

M3THOD is a free and confidential service led by trained and non-judgmental peers. We offer both one on-one peer support, and group workshop to adults who PNP and identify as men who have sex with men (cis or trans), non-binary people, or trans women.

**Main Activities**

* Enable clients to reduce risks and harms associated with drug use and/or manage the frequency of use.
* Provide a nonjudgmental space and identify client’s needs and provide appropriate support or referral.
* Apply principles of motivational interviewing interventions include interactive digital resources and/or peer led support tailored to clients at any stage of change.
* Facilitate access to AOD and other relevant health support services.
* Maintain an up-to-date awareness and knowledge of the epidemiological and social/behavioural research regarding GBMSM in terms of sexualised drug use, HIV, sexual health and general health.
* Cooperate with ACON staff, clinical partners, community stakeholders and clients in developing, assessing and modifying program services to meet the needs of the target populations.
* Actively participate in and contribute to an ongoing process of supervision, team meetings, unit meetings, quality improvement and other professional development where required.
* Maintain appropriate and timely statistics, administrative records and written reports where required.
* Support activities to build the capacity of providers to work alongside ACON’s communities engaged in SDU.
* Ensure that all peer-based support is inclusive of the needs of GBQMSM from culturally, linguistically, and ethnically diverse, migrant and refugee backgrounds.
* Deliver peer-led brief interventions in ACON’s a[TEST] clinics and other sites, or virtually through telehealth.
* Where appropriate, support the delivery of the SEXPERTS program and ACON’s services for people living with HIV.
* Perform other duties to assist with the work of the unit as requested by your supervisor (or designate).

**Selection Criteria**

**Essential:**

1. Demonstrated thorough understanding of and competence in responding to the sexual and general health issues and information needs of GBQMSM that engage in sexualised drug use.
2. A well-developed understanding of PEP, PrEP, Undetectable Viral Load, HIV & STI testing in NSW and other sexual health issues relevant to sexuality and gender diverse communities.
3. Understanding of and commitment to ACON’s communities and of their needs.
4. Understanding of health promotion and community development processes.
5. Developed computer literacy with experience in online communication, community engagement and/or social media management.
6. Good networking and communication skills, including written and verbal presentation skills, and the capacity to cooperate with stakeholders.
7. Ability to work in the evenings and on Saturdays on an ongoing basis when required.
8. Evidence of Covid 19 Vaccination, in addition to any other vaccination required to perform the role.

**Desirable:**

1. Proven experience in group facilitation and/or one-on-one peer support.
2. Experience in performing peer-based health promotion either within a volunteer or work capacity, such as running community forums/workshops.
3. Professional qualifications in health, welfare, human services, social work, counselling or a related field, or work experience in these fields.

**How do I apply?**

You must email us the following three documents in MS-Word or PDF format to vacancy@acon.org.au:

* + 1. **Your completed ACON application form – with all the details filled in**

You can download this at <https://www.acon.org.au/about-acon/jobs/>

* + 1. **Your Cover Letter outlining how you meet the Selection Criteria**

Tell us how you meet each of the Selection Criteria in the Position Description in detail.

Tell us how your skills and experience relate to the requirements of the role and how you’d use them to excel in this job.

To do this, please address each criterion separately. You should use statements with examples that clearly demonstrate your competency in a particular area.

Applicants who do not demonstrate that they meet the requirements of the position will not be invited to attend an interview.

* + 1. **Your Resume**

Tell us about your current and previous employment and your education. Be sure to include:

1. Your **Name**, **Contact Details** and preferred **Pronouns**.
2. Your **Education** including any degrees you have received, the institution and its location and the date of your graduation. You might also want to include your major/minor fields, any honours, and publications.
3. Your **Work Experience** including jobs, internships, and volunteer work.

**How does recruitment work at ACON?**

There are five main steps in the process:

**1) Application**

ACON receives your application, cover letter and resume. You will receive an email acknowledging receipt of your documents.

**2) Shortlisting**

A selection panel of 2-4 qualified persons will review all the applications and offer interviews to those applicants whose applications best address the requirements of the position.

**3) Interview**

If you are shortlisted for interview, you will be contacted by the Recruiting Manager and invited to an interview. Your interview may take the form of a question-and-answer session, a presentation of your previous work, a test of your computer skills, or any other form that is relevant to the position. The Recruiting Manager will let you know the format of the interview and any documents, presentations, or examples of previous work that you might need to bring with you.

**4) Offer**

Appointments to positions with ACON are based on merit. This means that the applicant who is judged to be the most qualified and capable of carrying out the duties of the position will be offered the role. The decision to make you an offer is based on your written application, your performance at interview, and successful Referee Checks, Criminal Record Checks, Proof of Vaccination and Working with Children Checks (if applicable).

**5) Acceptance and Commencement**

Once a salary and start date have been agreed, you will receive a commencement pack from the People and Culture Team including your contract and other documents (E.g., the ACON Code of Conduct, Tax File Declaration, Bank Deposit details, Superannuation Choice forms, etc.). Once these are returned to the People and Culture team, you are ready to start work on your agreed date.

**How long does it take to hear back on my application?**

If you have applied via email, you will be sent a return email within 1-3 business days acknowledging receipt of your application, and informing you of the date by which all successful applicants will be notified they have progressed to the next stage of the recruitment process. If you have not been contacted by this date, then unfortunately your application has not been successful.

If you are successful in gaining an interview, the Recruiting Manager will contact you to arrange a suitable date and time for interview. If you are not selected for an interview, you will not receive any further notifications regarding your application for this role. We appreciate the time you took to respond to our advertisement, and for your interest in ACON, and encourage you to apply for future roles that are advertised that fit your skills, experience, and qualifications.