



**Public Health**  
Prevent. Promote. Protect.

Canton City Health District

## Part Time Job Posting

<b>Job Information</b>			
<b>Job Title</b>	Linkage to Care (LTC) Specialist		
<b>Job Location</b>	Nursing Division		
<b>Salary</b>	\$22.27 - \$31.90 / HR	<b>Type of Job</b>	Grant funded position
<b>Posting Date</b>	12/14/2018	<b>Expiration Date</b>	12PM on 1/4/2019
<b>Job Summary</b>	<p>This is a part-time position (20 hours/week) under the general supervision of the Health Services Coordinator. An individual of this classification is responsible for coordination of HIV care and supportive services for persons identified as HIV-positive under the HIV Prevention project. Responsible for linking both newly and previously diagnosed HIV-positive persons to medical care and provide appropriate referrals to partner and essential support services.</p>		
<b>Job Work Schedule</b>	Flexible/20 hours per week		
<b>Job Responsibilities</b>	<ul style="list-style-type: none"> <li>• Conduct assessments on all preliminary HIV-positive persons from the project testing sites</li> <li>• Work non-traditional hours in response to HIV-positive persons identified by the project</li> <li>• Notify the Disease Intervention Specialist in their jurisdiction for partner notification</li> <li>• Implement and facilitate ARTAS (Anti-Retroviral Treatment &amp; Access to Services) sessions with newly and previously diagnosed HIV-positive persons resistant to care</li> <li>• Develop a service plan of action for meeting client's assessed needs</li> <li>• Make referrals to HIV medical care and appropriate supportive services as needed</li> <li>• Make referrals to medical case managers for clients with multiple, complex needs</li> <li>• Collaborate with the HIV team as one component of coordinated care for clients/participants</li> <li>• Provide a bridge between HIV-positive clients and medical care</li> <li>• Engage and refer HIV-positive persons to prevention services</li> <li>• Submit regular reports indicating ARTAS and linkage to care data to Manager</li> <li>• Maintain accurate and up-to-date documentation on HIV-positive clients</li> <li>• Participate in community health fairs and other community events as requested</li> </ul>		
<b>Job Work Environment</b>	Office and field work in a multicounty region. Office hours 8am – 430pm with the ability to be available on weekends and after hours. Serve clients that are at high risk of HIV/AIDS, mental illness and/or addiction. Travel necessary.		
<b>Job Benefits</b>	Sick time accrual		



**Public Health**  
Prevent. Promote. Protect.

Canton City Health District

**Job Minimum Qualifications, Credentials, and Skills**

<b>Education</b>	Graduate of an accredited college or University with a Bachelor's degree with a major in Psychology, Sociology or related field.
<b>Credentials</b>	N/A
<b>Special Skills Wanted</b>	Must have a valid driver's license. Must possess the ability to multi-task. Proficient with use of PC hardware and basic software (i.e., Microsoft office), email, and office equipment. Excellent customer service, verbal and written communication skills and effective presentation skills, good interpersonal relationship skills including cultural sensitivity and competence.
<b>Experience Wanted</b>	Past work with HIV-positive clients preferred
<b>Desired Availability</b>	Mid-January 2019

**Company Information**

<b>Company Name</b>	Canton City Public Health	<b>Web Site</b>	www.cantonhealth.org
<b>Company Description</b>	Local public health department	<b>Equal Opportunity Employer</b>	Yes

**Contact Information**

<b>Contact</b>	<p><b>Name:</b> Pam Gibbs  <b>Title:</b> Health Services Coordinator  <b>Address:</b> 420 Market Ave., North, Canton, OH 44702-1544  <b>Phone:</b> 330-489-3322  <b>Fax:</b> 330-430-7857  <b>Email:</b> <a href="mailto:pgibbs@cantonhealth.org">pgibbs@cantonhealth.org</a></p>
<b>Application Instructions</b>	Complete and submit the <a href="#">part-time job application</a> along with resume to above contact either via email or fax. Please reference this job title in email or on fax cover sheet. Review of applicants will begin after position closing at 12:00 PM on January 4, 2019.