

MESMAC - Job Description

Job title:	Community Development Worker – HIV prevention & social support
Organisation:	Yorkshire MESMAC
Responsible to:	Local Services Co-ordinator
Salary:	NJC Scale 6: SCP 18 to 22 (£29,269 – £31,364 pro rata per annum)
Hours:	Between 15 hours per week
Contract:	Permanent
Base:	Bradford Site. (Travel to other sites will be required)

Overall Aims:

To reduce the incidence of HIV infection in Bradford.

To establish local community initiatives with People living with HIV, which explore needs in relation to social support and service provision and work towards meeting these needs.

To improve sexual health of populations most at risk of HIV and poor sexual health across Bradford through voluntary action.

Prime Objectives:

To work with Most At Risk Populations (MARPs) for HIV transmission, including Black African communities, Gay, Bisexual and other Men who have Sex with Men (MSM), Trans people, other at risk populations and People Living With or Affected by HIV (PLWH) to improve access to knowledge, skills and resources around HIV Prevention and HIV Social Support needs.

To develop and support grassroots community forums, educative and peer support groups and events for PLWH and MARPs.

To deliver appropriate community based sexual health interventions including HIV point of care tests (POCT) to the target groups in community settings. To market these services and monitor and evaluate them. To work in partnership with appropriate agencies to develop these services further.

To deliver support and self-management interventions to People Living with HIV.

To inspire, develop and deliver voluntary action across the Bradford District in particular;

- Group co-facilitation and support
- Community based STI and contraception testing outreach
- Outreach to health promotion events
- Positive speakers and positive peer mentors

To ensure that MESMAC services in Bradford have in place the systems and infra-structure to support people to become volunteers including recruitment, training, personal development, supervision, reward and recognition.

To develop and deliver a training programme for people from target populations enabling them to become community leaders, facilitating their own groups and delivering self-directed voluntary action.

To deliver training including basic HIV & LGBT awareness, to professionals in Bradford

Organisational Relationships:

Responsible to the Bradford Local Services Coordinator for management and supervision.

Main working contacts:

Operations Manager - HR, Chief Executive, Bradford Local Services Coordinator, Community Development Workers, Sessional Workers, Project Administration/Finance Co-ordinator/Admin Staff, MESMAC Board of Trustees.

Main Responsibilities and Duties:

The following list of duties provides a general outline of the work of the post holder and is not definitive. The post holder may be required to undertake other related duties as deemed appropriate by the MESMAC Board of Trustees and/or the Chief Executive:-

1. To offer information and sexual health resources including condoms and lube to MARPs in a variety of settings; including over the telephone, face to face and over internet.
2. To develop forums, groups and events that meet the needs of MARPs and People Living with HIV
3. To ensure representation of the views of people living with HIV, and people affected by HIV, through Yorkshire MESMAC structures, including reporting to the Board of Trustees and advisory groups of service users.
4. To provide individual assessment, support and information to people living with HIV, including those with complex needs relating to asylum, immigration, sexuality, drugs, housing, family, mental health, and financial hardship, and to put in place appropriate services.

5. To develop a programme of outreach work, real world and virtual, in conjunction with MESMAC Community Development Workers, Sessional Outreach Workers and the Local Services coordinator.
6. To work with existing groups, commercial gay scene venues, faith organisations, university groups, commercial sex workers and other appropriate organisations to improve service delivery for target groups.
7. To represent the project on relevant bodies and attend meetings /committees as identified by the Operations Manager and/or Director.
8. To participate in the development and distribution of health campaigns organised by the project and other agencies: local, national and international.
9. To respect and maintain appropriate confidentiality at all times including regarding services users' HIV statuses.
10. To be involved in the development, delivery and evaluation of Testing Times community-based testing including carrying out HIV and Syphilis finger prick tests.
11. To recruit and support volunteers working with the project. Providing supervision and training as well as helping develop the volunteer roles that exist and creating new roles when necessary.
12. To monitor all work delivered using the appropriate systems and complete reports on work; usually quarterly.
13. To support sessional workers working with the project; including providing supervision.
14. To undertake any appropriate administrative duties identified by the MESMAC Operations Manager / Chief Executive.
15. To deliver workshops to MARPs and PLWH on topics including safer sex, HIV awareness.
16. To deliver training to professionals around the needs of MARPs, LGBTQ+ people and PLWH.
17. To undertake appropriate training of self as required.
18. To recruit, train and support volunteers to meet the needs of the organisation and its service users.
19. To facilitate the establishment and maintenance of groups/forums that allow volunteers and community leaders to reflect on common concerns and take action to meet these.
20. To provide support to new and existing groups of target populations leading to independence.

21. To work with other staff members identifying areas of public health inequality to develop, deliver and support to independence community groups meeting these needs.
22. To take an active role in staff meetings and supervision.
23. To participate in research and evaluation programmes.
24. To participate in funding bids and tenders.
25. To be responsible for the day to day up keep of the building.
26. To undertake any other duties which the MESMAC Board of Trustees deems to be appropriate to the Project's aims and commensurate with the post.
27. To be aware of MESMAC's Workers' Code of Conduct and Equal Opportunities policies and to ensure these are reflected in all aspects of the work of the postholder.
28. The ability to work flexible hours. This post requires evening and weekend working on a regular basis.