

MESMAC - Job Description

Job title:	Community Development Worker
Organisation:	MESMAC
Responsible to:	Local Services Coordinator
Salary:	NJC salary points 18 -22 (£30559 - £32,654)
Hours:	37 hours per week.
Contract:	Reviewed annually
Base:	Leeds office (Travel to other sites will be required)

Overall Aim:

To reduce the incidence of HIV infection in most at risk communities in Leeds (Black African communities, Men who have sex with Men, trans people, asylum seekers and other emerging communities at risk)

To reduce late diagnosis of HIV and poor sexual health in most at risk communities in Leeds

Prime Objectives:

To undertake health promotion outreach work, reaching Most at Risk populations (MARPs) in settings; virtual and physical, where MARPs meet.

Assessing need in relation to the safer sex and sexual health for MARPs & monitoring and evaluating this work.

Outreach Examples: Community Groups, community centres in disproportionately affected areas, Public Sex Environments and sex on premises venues, bars & clubs, parlours, hair salons/barbers, food shops, educational establishments & faith venues.

To develop forums, groups and events that meet the needs of MARPs: Black African Communities, Gay, Bisexual & men who have sex with men (MSM) & emerging populations at risk of HIV transmission. Particularly focusing on those who do not access services and/or face barriers to accessing services e.g. Trans people, people selling sex, BME communities, asylum seekers.

To offer information and sexual health resources including condoms and lube and PrEP information and referrals, where possible and appropriate, to communities most at risk of HIV infection in a variety of settings; including over the telephone, face to face and over internet.

To deliver appropriate community based sexual health interventions including HIV & Syphilis 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.

Organisational Relationships:

Responsible to the Local Services Coordinator in Leeds for management and supervision.

Main working contacts:

Operations Manager, Local Services Coordinator, Chief Executive, Community Development Workers, Sessional Outreach Workers, Volunteers, 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 postholder and is not definitive. The postholder may be required to undertake other related duties as deemed appropriate by the MESMAC Board of Trustees and/or the Project Director:-

1. To assess needs in relation to HIV prevention, sexual and reproductive health of MARPs as a whole and higher risk sub-groups identified within these target groups.
2. To develop ways of working around perceived, felt and expressed needs of MARPs around safer sex, in conjunction with the Local Services Coordinator, Operations Manager and MESMAC Community Development Workers.
3. To provide relevant, accurate and accessible information to MARPs allowing them to make informed choices about their HIV transmission risk, PrEP use, sexual and reproductive health.
4. To develop a programme of outreach work, in conjunction with MESMAC Community Development Workers, Sessional Outreach Workers and the Operations Manager.
5. To work with existing community groups, faith groups and other appropriate organisations to improve sexual health for MARPs.
6. To represent the project on relevant bodies and committees as identified by the Operations Manager and/or Director.
7. To participate in the development and distribution of health campaigns organised by the project and other agencies: local, national and international.

8. To continue the development and delivery and evaluation of the Testing Times community-based testing programme including raising knowledge of PrEP and access to PrEP in all appropriate interventions.
9. To support volunteers working with the project. Providing supervision, training and support as well as helping develop the volunteer roles that exist and creating new roles when necessary.
10. To attend meetings, as appropriate, of the Project's Board of Trustees and working groups.
11. To monitor all work delivered using the appropriate systems and complete reports on work; usually quarterly.
12. To support sessional workers working with the project; including providing supervision.
13. To undertake any appropriate duties identified by the Yorkshire MESMAC Operations Manager / Chief Executive
14. To facilitate the establishment of groups to meet gaps in service provision and communities peer support and/or knowledge and skills needs.
15. To develop and deliver safer sex knowledge and skills workshops to most at risk communities.
16. To develop and deliver training to professionals around the HIV, Sexual and reproductive health needs of MARPs in line with MESMAC's training standards.
17. To undertake appropriate training of self as required.
18. To take an active role in staff meetings and supervision.
19. To participate in research and evaluation programmes.
20. To participate in funding bids and tenders.
21. To be responsible for the day to day up keep of the building
22. 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.
23. 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.
24. To work flexible hours. This post requires evening and weekend working on a regular basis.