



The AIDS Committee of Durham Region (ACDR)
is seeking an energetic, motivated and compassionate person to assume the role of

Case Manager

The successful candidate will ensure effective and efficient provision of case management services for people living with and affected by HIV/AIDS and is responsible for the development and implementation of direct service programs in keeping with the ACDR's values and philosophy, our strategic directions and adhere to standards of excellence.

You will be working with people living with HIV and AIDS, members of the African, Caribbean and Black communities, gay, bisexual, pansexual and other men who have sex with men, people who use/d intravenous drugs and women and youth from these communities.

Department: Support Services Department.

Reports to: Manager, Support Services

Category: Full Time

Working conditions: This is a full-time position with benefits and subject to a 3 month probationary period and annual performance appraisals. The successful candidate must be flexible to work occasional evenings and weekends, and must be able to work in a variety of settings.

Responsibilities:

Case Management & Counseling

- Maintains up-to-date client records and statistics;
- Conducts intakes with new clients;
- Assists clients in accessing support services programs;
- Assists clients in accessing benefits and services through other community-based and government-funded agencies;
- Group facilitation.

Community Relations

- Develops and maintains healthy relations with community partners, faith-based organizations, and community-based networks;
- Maintains professional relationships with agencies which are likely to influence the health and well-being of people living with HIV and their families of choice.

Other

- Performs other duties as assigned by the Support Services Coordinator and Executive Director;
- Complies with the agency policies and procedures;
- Participates in planning, coordination and delivery of new and existing diverse support services;
- Plans and implements client activities and events.

Qualifications

- Post secondary education in related field or commensurate experience;
- Demonstrates experience in community-based, social service environments;
- Demonstrates experience in working with diverse communities;
- Demonstrates knowledge of HIV/AIDS;
- Demonstrates knowledge of harm reduction philosophies;
- Demonstrates understanding of community resources;
- Demonstrates knowledge of social and political issues surrounding HIV/AIDS;
- Demonstrates understanding of volunteer management;
- Demonstrates ability to manage resources effectively;
- A valid Ontario driver's license and access to an insured vehicle;
- Familiarity with OCASE or Penelope Databases an asset;
- Excellent English verbal and written communication skills. Other languages an asset, particularly French, Spanish or Swahili.

A competitive salary and benefit package is offered. Tell us more about your suitability for this role along by submitting your resume **and cover letter** by Friday, June 22nd @ 4:00 p.m. to Hiring Committee via e-mail at jobs@aidsdurham.com . **Please indicate in the cover line: Application for Case Manager Position**

In accordance with GIPA & MIPA principles, qualified people living with HIV & AIDS and qualified people from priority populations are strongly encouraged to apply.

ACDR uses harm reduction, anti-racism, anti-oppression, and strengths-based approaches.

No phone calls please.