

JOB ANNOUNCEMENT

Prevention Navigator Project Manager

Communicable Disease Specialist 2

(unclassified position)

Posted: October 4th, 2021

Deadline/Closing: Open Until Filled

Location: HIV/STD Clinic-Lawrenceville

Salary: \$34,000-\$42,000 (Based on Education)

Paygrade: I

Position Number: NEW

Position open to: All qualified applicants



Job Summary: Gwinnett, Newton, and Rockdale County Health Departments is recruiting for a Project Manager to oversee staff and program deliverables for the Substance Abuse and Mental Health Services Administration (SAMHSA) HIV Prevention Navigator grant. Candidate will work with a multi-disciplinary HIV Prevention team and community partners specializing in substance misuse, overseeing the integration of HIV prevention strategies including opt out testing, linkage to care, PrEP eligibility assessment and linkage, and HIV prevention education and outreach, into partner programmatic functionality. Candidate will also plan and coordinate community outreach and testing events; provide community and provider level HIV prevention education and support; work closely with other health department program areas to coordinate services and activities; and perform other duties as assigned to meet programmatic and/or organizational needs. Position is grant funded under a 5 year SAMHSA grant.

Minimum Qualifications: Bachelor's degree from an accredited college or university AND Six months of related experience OR Associate's degree from an accredited college or university AND Two years of experience in a related area OR Four years of experience in a medical related field OR licensure as a registered nurse AND One year of nursing experience OR One year of experience at the lower level Communicable Disease Spec 1 (HCP080) or position equivalent.

Copy of Official College Transcript must be submitted with application.

Preferred Qualifications: One year experience working with Substance Misuse and/or HIV Prevention programs or patient populations. Experience managing grant deliverables and reporting requirements. Excellent communication and documentation skills. Bilingual a plus.

We Offer:

12 paid holidays, 3 weeks each of annual and sick leave per year. A defined benefit retirement plan, life insurance and payroll deductible Health and Flexible Benefits (Dental, Vision, Legal, Long Term Care, Dependent Life, AD&D, Short and Long Term Disability). Medical and Child care spending accounts can be established in addition to deferred compensation options.

Instructions to Apply:

EMAIL, FAX or MAIL a completed application* to:

Katie Bowles - HR
Gwinnett, Newton, & Rockdale County Health Departments
PO BOX 897
Lawrenceville, GA 30046

Fax # 770-277-2089

katie.bowles@gnrhealth.com

At Gwinnett, Newton, & Rockdale County Health Departments, we work to protect and improve the health of those who work, live, and play in our community. Our most valuable resource is, by far, the dedicated and highly trained employees who enjoy and appreciate the opportunity they have to serve our community.

Applications may be downloaded at
www.gnrhealth.com

* We do not accept resumes without a fully completed Application for Employment. Required education credentials, license, certification and/or registration must be submitted prior to employment. Due to the volume of applications/resumes, we are unable to provide information regarding status over the telephone. No notification will be sent except to those applicants selected for interviews.

APPLICATIONS MUST BE SUBMITTED NO LATER THAN 5:00 PM ON THE DAY OF DEADLINE

An Equal Opportunity Employer

Under Title I of the ADA, we do not discriminate on the basis of disability in our employment practices.

Applicants selected for employment will be subject to the following:

Pre-employment Drug & Medical Screening | Fingerprint Criminal Record Investigation | Reference Checks