

Position Title	Depart.	Qualifications
Peer Navigator – Housing (Newburgh)	CLIENT SERVICES	Under the supervision of the Program Supervisor the Peer Navigator assists the Housing Specialist with short term engagements and education to ensure successful linkage of clients to appropriate housing services. High School diploma or GED. Familiarity of life issues facing the target population(s), including HIV/AIDS, behavioral health, or other chronic illness. Understanding of community level work and the importance of collaborating and coordinating with other organizations is needed. Bilingual (English/Spanish) preferred. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").
WIC Coordinator (Kingston)	CLIENT SERVICES	Reporting to the Sr. Program Supervisor MH, the WIC Coordinator is responsible for conducting outreach to and educating low income households regarding benefits of the Woman Infants & Children program (WIC) Program. The WIC Coordinator is responsible for conducting outreach to and educating low income households regarding benefits of the Woman Infants & Children program (WIC). Associate's degree in Human Services or related field and familiarity with Marketing and Outreach. Excellent presentation, communication and organizational skills. Sensitivity to diversity of households, professional demeanor. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").
Assistant Director Client Services (Hawthorne) **Newly Created Position**	CLIENT SERVICES	Reporting to the Director of Client Services, the Assistant Director is responsible for assisting the Director in the administration and operation of the programs in the Department of Client Services. The Assistant Director also plays a role representing the department and its programs to the community at large. Masters degree in social work or related field; Licensed Clinical Social Worker (LCSW) or Licensed Master Social Worker (LMSW) preferred. Two years as part of a senior department management team; Demonstrated skill and experience as an administrator within a service provider setting; Demonstrated supervisory experience with a working knowledge in two of the following areas: HIV/AIDS and/or mental health and/or substance abuse. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").
Program Supervisor THRIVES South (Mt. Vernon)	CLIENT SERVICES	Under the supervision of the Mid-Hudson Senior Program Supervisor, the THRIVES South Program Supervisor will be responsible for the supervision, programmatic oversight, and adherence to the reporting and quality assurance requirements for the THRIVES South Nutrition Program, that services the counties of Putnam and Westchester. In addition, the Program Supervisor will facilitate group nutrition health education, and coordination of contracted services provided by Registered Dietitians. Masters degree in Public Health, Social Work, Public Administration, Business Administration or other MA degree and at least 2 years of experience managing services for PLWH. Or Bachelors degree in Human Services, Social Work, or related field with 4 years of experience managing services for PLWH. Must have knowledge of HIV/AIDS, nutrition, mental health and/or substance abuse issues. Substantial experience with program promotion and collaboration among stakeholders. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").
Peer Navigator THRIVES South (2) (Mt. Vernon & Hawthorne)	CLIENT SERVICES	Under the supervision of the Program Supervisor, the Nutrition Peer Navigator assists the Nutrition Team to maintain the food inventory and pantries, stock pantry shelves and pack food pantry bags for client distribution. Additionally, the Nutrition Peer Navigator assists clients make and attend their medical and other important appointments to ensure optimum health. High School diploma or GED familiarity with social services and nutrition a plus. Familiarity of life issues facing the target population(s), including HIV/AIDS, behavioral health, or other chronic illness. Understanding of community level work and the importance of collaborating and coordinating with other organizations is needed. Bilingual (English/Spanish) preferred. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").
Emergency Financial Services Program Coordinator (Hawthorne) **Newly Created Position**	CLIENT SERVICES	The Emergency Financial Services (EFS) provides limited one-time or short-term payments to assist individuals with HIV/AIDS with an emergent need for paying for essential utilities, food, transportation and medication. The Program Coordinator is responsible for program management, including monitoring, reporting and quality assurance activities; coordination with the staff accountant to ensure accurate fiscal monitoring and expenditure planning; activities that include conducting brief intake assessments, documenting necessity for emergency financial services, making service referrals, approving financial assistance payments, and data entry. The EFS Program covers the Tri-County Region of Putnam, Rockland and Westchester Counties. Bachelor's Degree in Social Work or related degree with two years of experience/knowledge in one of the following areas: case management, chronic illness, chemical dependency, mental health, and/or human services. Familiarity with regional HIV primary care, mental health, substance abuse, and other services and resources; Understanding of community level work and the importance of collaborating and coordinating with other organizations is needed. Familiar with not-for-profit financial reporting standards. Experience in an accounting or finance environment with a non-profit organization. Strong Excel skills required as well as experience with other Windows applications. Strong presentation, communication and documentation skills, bilingual (English/Spanish) preferred. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").

<p>Psychosocial Support Services (PSS) Case Manager (Hawthorne) **Newly Created Position**</p>	<p>CLIENT SERVICES</p>	<p>Psychosocial Support Services (PSS) provides an array of counseling services to help people living with HIV cope with their diagnosis and psychosocial stressors. The PSS Case Manager (CM) is responsible for case findings, client intake assessments, service plan development, reassessments, crisis intervention, individual, group and family counseling. Additionally, the CM may also refer clients to other health and support services and engage community health workers to facilitate access to services. The PSS CM covers the Tri-County Region of Putnam, Rockland and Westchester Counties. Bachelor's Degree in Social Work or related degree with two years of experience/knowledge in one of the following areas: case management, chronic illness, chemical dependency, mental health, and/or human services. Familiarity with regional HIV primary care, mental health, substance abuse, and other services and resources; Understanding of community level work and the importance of collaborating and coordinating with other organizations are needed. Strong presentation, communication and documentation skills, bilingual (English/Spanish) preferred. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").</p>
<p>Part Time Psychosocial Support Services (PSS) Patient Navigator (Hawthorne) **Newly Created Position**</p>	<p>CLIENT SERVICES</p>	<p>Psychosocial Support Services (PSS) provides an array of counseling services to help people living with HIV cope with their diagnosis and psychosocial stressors. Under the supervision of the Senior Program Supervisor, the Patient Navigator will assist with case finding, help clients with gaining access to services, accompany clients to appointments, and co-facilitate group counseling sessions with the Case Manager. High School diploma or GED and at least 12 months experience working in patient navigation or similar field. Familiarity of life issues facing the target population(s), including HIV/AIDS, behavioral health, or other chronic illness. Understanding of community level work and the importance of collaborating and coordinating with other organizations is needed. Bilingual (English/Spanish) preferred. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").</p>
<p>Case Manager Part B - Grant Funded (Newburgh)</p>	<p>CLIENT SERVICES</p>	<p>The Case Manager is responsible for providing case management services to PLWHA's with active case management needs that present barriers to linking, engaging and being retained in medical care. The Case Manager will be responsible for the delivery of services throughout the counties of Dutchess, Orange and Sullivan. Bachelor's Degree in Social Work or related degree with two years of experience/knowledge in one of the following areas: case management, chronic illness, chemical dependency, mental health, and/or human services; OR Associates degree with 2 years of experience in one of the above areas. Familiarity with regional HIV primary care, mental health, substance abuse, and other services and resources; Understanding of community level work and the importance of collaborating and coordinating with other organizations is needed. Strong presentation, communication and documentation skills, bilingual (English/Spanish) preferred. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").</p>
<p>Community Relations and Enrollment Specialist (2) (Hawthorne & Mt. Vernon) **Newly Created Position**</p>	<p>Health Homes</p>	<p>Under the supervision of the Assistant Director of Health Homes, the Community Relations and Enrollment Specialist is responsible for conducting outreach activities to individuals with chronic illnesses, including HIV, for the purpose of engaging them into the HVCS Health Home Program. Outreach is conducted both by phone and in person, and the Community Relations and Enrollment Specialist will complete enrollments with eligible members in their home and/or in clinical settings, including hospital ERs, clinics and the Westchester County Jail. High school diploma with 1 year of college; one year of experience providing marketing/program promotion services; or a High School diploma with three years of the experience; Must be well organized; outstanding oral and written communication skills; ability to manage time and multiple tasks efficiently; familiarity with non-profit and/or human service agency operation, sensitivity to HIV/AIDS issues and ability to work independently. Must be proficient in Microsoft Word and Excel. Experience with electronic data entry is a plus. Bilingual (English/Spanish) is a plus. The Lower Hudson Community Relations and Enrollment Specialist works periodically at the Westchester County Jail, and will be stationed in an Emergency room. Must be able to provide immunization records for purpose of working with clients in hospitals/clinical settings. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").</p>
<p>Care Assistant – LH (Hawthorne)</p>	<p>Health Homes</p>	<p>Under the supervision of the Health Home Program supervisor and the guidance of the HH Senior Care Manager, the Care Assistant will provide support to Care Management staff, and will be responsible for data entry of client assessments and medical updates, scheduling case conferences with providers, and arranging for transportation for clients, among other clerical responsibilities. Care Assistants will have a small, dedicated caseload of clients, and the caseload will vary depending on departmental need. Associates degree in Human Services with 1 year of experience in case management, chemical dependency, mental health, and/or human services. Computer experience must include Microsoft Word and Excel. Experience with electronic health record (EHR) is a plus. Bilingual (English/Spanish) is a plus. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").</p>
<p>HH Care Manager (2) (Hawthorne & Mt. Vernon)</p>	<p>Health Homes</p>	<p>Under the supervision of a Program Supervisor or Senior Program Supervisor, the Health Home (HH) Care Manager is responsible for providing the core components of care coordination to low, intermediate and high need individuals with chronic illnesses including mental health conditions and HIV. Care Managers will have a dedicated caseload of clients and the caseload will vary depending on intensity of client need. Engages and assesses HH clients with the goal of coordinating care, and utilizing a shared care plan in which the client's needs are accurately expressed. Master's Degree in Human Services degree with some experience in the field; OR Bachelor's Degree in Human Services with some experience/knowledge in one of the following areas: case management, chemical dependency, mental health, and/or human services; Computer experience must include Microsoft Word and Excel. Experience with electronic data entry is a plus. Bilingual (English/Spanish) is a plus. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").</p>

<p>STI Tester-LH (Hawthorne)</p>	<p>Education & Prevention</p>	<p>Under the supervision of the Program Supervisor, the STI Tester will deliver STI testing, intervention and referrals to individuals in the assigned counties. The position entails travel all assigned counties and some evening and weekend hours may be required. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS"). Knowledge of HIV/STIs and HCV, harm reduction and community resources, counseling and prevention. Experience in outreach events and activities. Willingness to attend Phlebotomy Training if not already certified. Bilingual (English/Spanish) is an asset. Bachelor's Degree in education, health, human services or related field. Alternatively: a High School Diploma with two years of experience in peer education, HIV counseling and/or disease prevention will be considered.</p>
<p>Westchester County Jail Educator (CBI Facilitator) (Hawthorne) ** Newly Created Position**</p>	<p>Education & Prevention</p>	<p>Under the supervision of the Senior CBI Facilitator, the CBI Facilitator is responsible for administering the CBI program at the Department of Corrections Westchester County Jail. Travel to DOC WC facility as needed. Must be available to work evenings and weekends, as needed. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS"). Associates Degree in Education, Social Work, or related field; 1-2 years experience in Education, Social Work, or related field; experience in correctional systems. Group facilitation experience, preferably in a correctional setting. Individuals with prior criminal justice involvement are encouraged to apply, but must be able to gain clearance in the Westchester County Department of Corrections facilities.</p>
<p>HCV Peer Navigator 10 hrs per week (Poughkeepsie) ** Newly Created Position**</p>	<p>Education & Prevention</p>	<p>Under the supervision of the Program Supervisor, the HCV Peer Navigator position is part-time with a maximum of 10 hours per week. The peer is responsible for supporting the HCV Patient Navigator in providing screening, testing and linkage to care for clients within Dutchess, Orange and Sullivan Counties. A High School Diploma with experience in peer education, HCV counseling and/or disease prevention. Familiarity with the target population and the geographic area assigned. Commitment to undergo training about HIV/HCV/STI, harm reduction, mental health and community resources. Must have a valid, unrestricted driver's license and independent means of transportation for frequent travel to locations throughout the assigned county as well as to the offices of Hudson Valley Community Services ("HVCS").</p>

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