



Position: Manager, Youth Health & Wellness
Status: 100% Full-Time, Regular, Exempt
Probation: 180 Days

Salary: D.O.E.
Benefits: Employer Paid

The AMAAD (*Arming Minorities Against Addiction & Disease*) Institute is seeking to hire a **Manager of Youth Health & Wellness**. The position will be responsible for monitoring and coordinating substance abuse and HIV prevention, including rapid testing and follow-up linkage to treatment and/or PrEP referrals for the provision of quality whole person care in compliance with local, state and federal regulation and accreditation standards. While managing the AMAAD Institute's day-to-day engagement of young adults age 18-24, the Manager of Youth Health of Health & Wellness will be especially be concerned with the organization's priority population, which is Black and Brown LGBTQ young adults who are at-risk or affected by substance use disorder (SUD) and/or HIV/AIDS, especially individuals who reside and/or socialize in or around South Los Angeles, Inglewood, Compton, and North Long Beach.

Responsibilities:

- Prioritizes, coordinate and delegate work tasks for participant engagement in intervention activities, including rapid HIV testing to ensure efficient operation and client flow;
- Facilitates the organization of team members through role modeling, teaching, coaching and/or mentoring;
- Provides participant education regarding disease process, therapies and healthful behaviors;
- Coordination of intervention activities in accordance with best practice procedures;
- Monitor, order and stock program and testing supplies;
- Ensure that all practices follow legal and ethical regulations and AMAAD Institute policies;
- Identifies insightful means and resources to educate program participants, significant others, and the community about pertinent health issues in a positive manner;
- Communicates appropriately and tactfully with staff, consultants, clients, significant others, and community members to reduce conflict and increase client satisfaction whenever possible;
- Mentors and empowers others to facilitate positive change in the organization;
- Enforcement of protocols and procedures to comply with OSHA, HIPAA and other applicable regulations;
- Other duties as assigned.

Qualifications:

- Minimum Bachelor's Degree, and preferably a Master's Degree in Public Health, or similar health and/or human service field; plus 5-10 years of professional experience with three of those in a team management role within prevention or treatment services for HIV, substance use disorder (SUD) or related public health services.
- Minimum of three years of experience conducting HIV testing, preferably in a CBO setting;
- Experience working with the Black and Brown LGBTQ community and familiarity with issues of particular relevance to LGBT people.
- Proficient in using technology as a management reporting tool and experience working with information technology products to develop and implement program evaluation systems.
- Excellent verbal and written communication skills with exceptional attention to details.
- Personal qualities of integrity, credibility, and a commitment to and passion for the AMAAD Institute's mission.

Attributes:

- Guided by a clear set of Core Values and Behaviors - Humble, Hungry, Mission Driven and People Smart, you will join an impressive group of individuals and contribute your diverse set of experiences, skills and characteristics to the organization
- Accepts guidance and responds well to feedback
- Displays maturity, good judgment, enthusiasm and personal motivation
- Strong interpersonal skills including the ability to anticipate workload and effectively cultivate and leverage relationships with colleagues to meet deadlines
- Collaborative entrepreneurial spirit, ability to multi-task and prioritize concurrent projects and day-to-day tasks within a high production and fast-paced environment.

Submit Cover Letter and Resume to:

job@amaad.org