

POSITION DESCRIPTION



Position Title: Community Health Promotion Officer: Young Gay, Bi+, and Queer Men

Work Level: Operational

Reports To: Team Leader, Peer Education Programs

Direct Reports: This position does not have any employees reporting into it

Position Overview

This position requires using lived experience and professional expertise to improve the sexual health and wellbeing of young gay, bi+ and queer men (trans and cis) aged 18 to 26 across Greater Sydney. This role is responsible for:

- Designing, planning, implementing, and evaluating a range of health promotion activities such as workshops, outreach events and forums.
- Supporting and training a team of committed and passionate volunteers who work with you to deliver ACON's health initiatives.
- Creating services and programs targeting the sexual health and wellbeing needs of GBQMSM (trans and cis) to ensure they have the skills and sexual health knowledge needed to make empowered and informed choices about HIV, sexual health, and their general wellbeing.

Key to the success of this position is working as a part of a diverse and dynamic team to achieve several unique and different projects throughout the year and requires thinking creatively, diligence and passion for the health and wellbeing of our communities.

About the Team

This position sits within the HIV and Sexual Health Division's Community Partnerships and Priority Population Programs unit, under the Peer Educations Programs. This unit also includes our First Nations Health Programs, LGBTQ+ Womens Programs, and the Greater Western Sydney team, who all actively strive for positive health outcomes for our communities through delivering a wide range of health promotion activities and community engagements.

Main Activities

- ✓ Providing services and programs to gay, bi+ and queer men (trans and cis) who have sex with men (GBQMSM) of all ages with a focus on young GBQMSM, including:
 - o Running workshops and events for GBQMSM (trans and cis) aged 18 – 26 with a focus on sexual identity, coming out, relationships, the gay community, sex and sexual health, HIV and other issues that may concern GBQMSM within the inner-city and greater Sydney area.
 - o Developing, delivering, and evaluating various activities, including online health promotion activities, forums, events, and other health education resources. Providing volunteers with the skills, knowledge base and support to facilitate health education workshops and events as part of ACON's peer education programs.
- ✓ Ensuring that all peer-based programs are inclusive of the needs of Aboriginal and Torres Strait Islander GBQMSM.
- ✓ Ensuring that all peer-based programs are inclusive of the needs of GBQMSM (trans and cis) from culturally, linguistically, and ethnically diverse migrant and refugee backgrounds and GBQMSM (trans and cis) of colour.
- ✓ Ensuring that all peer-based programs are inclusive of the needs of trans and gender diverse populations.
- ✓ Supporting the implementation of resources, programs, initiatives, and services listed as recommendations in ACON's Multicultural Engagement Plan.
- ✓ Supporting ACON's sexual health testing initiatives, including the provision of point of care tests for HIV.
- ✓ Creating content for and managing the SPARK (youth) website, Facebook page and other social media platforms.
- ✓ Maintaining an up-to-date awareness and knowledge of the epidemiological and social/behavioural research regarding gay, bi+ and queer communities of men (trans and cis).

APPROVED: Director, HIV&SH	CHPO – Young Gay, Bi+, and Queer Men	Sep 2024
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Main Activities (continued):

- ✓ Planning, scheduling, developing, delivering, and evaluating health promotion activities/materials to achieve established goals and objectives in line with the ACON business plan and relevant ACON policies.
- ✓ Championing the development and sustained implementation of diversity and inclusion initiatives within the workplace, actively promoting a culture that respects, celebrates and cultivates differences among staff and volunteers.
- ✓ Cooperating with ACON staff, community stakeholders and clients in developing, assessing, and modifying program services/materials to meet the needs of the targeted client populations.
- ✓ Continually building and enhancing partnerships with agencies and external service providers to ensure effective responses to community issues.
- ✓ Managing, supporting, training and evaluating volunteer workers, while ensuring they are properly onboarded and documented in accordance with relevant ACON policy & procedures.
- ✓ Maintaining relevant and timely statistics, administrative records, and written reports.
- ✓ Actively participating in and contributing to an ongoing supervision process, unit meetings, team meetings, general staff meetings, quality improvement and professional development strategies.
- ✓ Performing other duties to assist with the unit's work as requested by the Manager (or designate).

Selection Criteria

Essential:

1. Demonstrated understanding of the sexual and general health, support and information needs of gay, bisexual+ and queer men aged 18 – 26 (trans and cis) who have sex with men.
2. Experience in peer-group facilitator, training, or public speaking.
3. Developed written skills to create documents such as reports, resources, project proposals or presentations.
4. Communication skills, including the ability to work with different styles of communication.
5. Computer literacy experience with the ability to use Microsoft word, excel and PowerPoint.
6. Good time management and project management skills with the ability to work with different stakeholders to achieve program outcomes.
7. Understanding of and commitment to ACON's communities, particularly people living with HIV/AIDS.
8. Evidence of full and current Covid 19 Vaccination, in addition to any other vaccination required to perform the role and a valid NSW Working with Children Check.

Desirable:

1. Experience performing peer-based health promotion, either within a volunteer or work capacity, such as running community forums/workshops.
2. Experience in using online engagement and/or social media management. For example, Facebook, Squarespace or similar.
3. A current NSW driver's licence.