

**HIV Special Projects
Systems Integration Coordinator
Job Description**

Title: Systems Integration Coordinator

HIV Special Projects

FLSA: Non-Exempt

Date: May 2020

Reports to: HIV Special Projects Manager

PURPOSE OF POSITION

A Systems Integrations Coordinator will work with the Bureaus of Substance Abuse and HIV, STD, and Hepatitis within the Iowa Department of Public Health and their sub-recipients, including Ryan White sub-recipients, Block Grant-funded substance abuse providers, opioid treatment programs (OTP), and medication-assisted treatment (MAT) providers to improve integration of substance use, HIV, STD, and hepatitis services.

JOB DESCRIPTION SUMMARY

The main goals are to:

- 1) Improve the availability, accessibility, and coordination of an array of appropriate health, mental health, and substance use disorder treatment services for people who use drugs.
- 2) Create sustainable systems level practices to increase linkage to care or harm reduction services for people who use drugs.
- 3) Identify opportunities for integration and coordination between HIV, STD, and hepatitis C programs and substance use prevention and treatment programs.

Program staff from the Division of Behavioral Health will assist the coordinator with technical aspects of the project, such as policy development, stakeholder involvement, program implementation, quality assurance, and reporting activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Identify opportunities for integration of HIV and HCV testing into substance use and methadone treatment sites;
- Identify opportunities for integration of harm reduction and substance use disorder treatment referral information into HIV and HCV Integrated Testing Sites;
- Assist with overseeing the development and implementation of a linkage to care data system, including gathering feedback from a stakeholder advisory group;
- Oversee and facilitate Health Initiative for People Who Use Drugs (HIPWUD) work group and implementation of strategic plan;

- Assist with the development of a substance use cascade of care for Iowa, utilizing feedback from stakeholders;
- Assist with overseeing the implementation of post-overdose response teams in Iowa;
- Assist with overseeing the implementation of tele-Naloxone project in Iowa;
- Develop technical assistance training, manuals, policies, and protocols;
- Identify and leveraging opportunities for systems-level policy improvements related to HIV, STD, HCV, and substance use; and
- Develop messaging related to substance use and harm reduction.

This is a contract position with standard benefits. Salary will be commensurate with experience.

SUPERVISORY RESPONSIBILITIES

This job has no supervisory responsibilities.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

- Social Work, Public Health, Health Promotion, Health Education, Human Services, Substance Use, Law Enforcement, or other related field. Four-year degree preferred
- Experience with data collection, analysis, and interpretation
- Experience using data for program evaluation
- Ability to communicate effectively with multiple individuals
- Ability to think creatively and use ingenuity to break new ground and reach the goals of the program in an ever-changing environment
- Experience with drug user health and/or state health departments preferred
- Lived experience with substance use preferred
- Ability to plan and facilitate small and large meetings
- Must be flexible, self-motivated, driven, innovative, and a team-player
- Must possess organization skills, ability to prioritize, time management skills
- Experience using Microsoft Office Programs, Google Programs, Presentation equipment (projectors, projector screens, etc.)
- Must possess a valid driver's license, working car, and be available for regular travel within assigned region, including occasional overnight and weekend travel as needed

Benefits:

Full-time positions offer a competitive benefits package including health insurance, dental insurance, vision insurance, life insurance, 401k match, and a paid time-off plan.

Company Information:

HIV Special Projects is a division of NuCara Pharmacy, who contracts through the Iowa Department of Public Health. This position will work closely with the Iowa Department of Public Health's Bureau of HIV, STD, and Hepatitis.