ABOUT THE LATINO COMMISSION ON AIDS
The Latino Commission on AIDS (The Commission) is a nonprofit organization founded in 1990, dedicated to meeting the health challenges and addressing the impact of HIV, AIDS, Hepatitis and Sexually Transmitted Infections (STIs) and other health conditions impacting communities. The Commission realizes its mission by spearheading health advocacy, promoting education, developing model prevention programs for high-risk communities, and crafting community driven participatory research, and building capacity in community-based organizations. The Commission’s public health model encompasses five core complementary services for our diverse communities: health education, prevention, capacity building, advocacy, and health research. The Commission is proud to be an Equal Opportunity/Affirmative Action Employer. All individuals of any race, ethnicity, gender, gender identity and sexual orientation are encouraged to apply.

POSITION SUMMARY
Under the Community of Color program, the Commission will develop meetings in New York City and upstate New York in order to offer an opportunity for representatives from community-based organizations (health and social services); academia; faith-based communities, and state and local government to discuss innovative and technical approaches to address topics that intersect HIV prevention and care and that have an impact on the gay/bi and Latinx MSM population. The Director of Latinx Gay/Bi Men’s Initiatives will coordinate and facilitate meetings that include topics related to health equity, the role of social justice in ending the HIV and HCV epidemics, core-competencies of HIV programming (e.g., PEP and PrEP access, linkage and navigation), data, stigma, discrimination, and health policy and program sustainability. The Director of the Latinx Gay/Bi Men’s Initiatives will report to the Director of Community Engagement. This position is based in New York State with a potential hybrid work schedule. Candidates must be able to travel throughout the United States.

The goal of the Community of Color program is to build the capacity/skills of organizations and staff throughout New York State to work with Hispanic/Latinx gay/bi men/MSM.

The objectives are to:
- Work collaboratively with existing coordinating and community planning bodies
- Establish relationships and inclusive of organizations that serve communities at risk
- Foster community partnership to achieve the goals of Ending the Epidemic
- Address challenges related to cultural competency, which may be barriers to access to prevention and care services.

The Director of the Latinx Gay/Bi Men’s Initiative will provide in the following tasks:
- Trainings and presentations: Facilitate trainings and workshops at scheduled activities.
- Excellent project management skills: Developed and coordinate a work plan with role and responsibilities.
- Strategic and Creatively Thinking: Develop, design, or create new products, including, writing, and implementing curricula.
- Consultation: Provide guidance and expert advice to organizations through coaching sessions in order to support organizations to reach their goals and objectives.
- Project Management: Coordinating workflow and activities
• Establishing and Maintaining Interpersonal Relationships: Develop and foster cooperative partnerships with organizations across New York State that serve Latino gay/bi men.

• Excellent Communication Skills: Provide ongoing information to Supervisors, co-workers, and other team members by telephone, in written form, e-mail, or in person.

• Organizing, Planning, and Prioritizing Work: Develop and meeting specific goals and plans in order to prioritize, organize, and to ensure project activities are accomplished in a timely manner pursuant to planned timelines.

• Capacity Building: Promoting, coordinating Capacity Building assistance (CBA) services at events, conferences, and other assigned activities.

• Evaluation: Maintaining and implementing evaluation protocols.

• Data Collection: Responsible for AIRS data entry for activities conducted under the contract.

• Traveling for activities outside of New York City

Other duties as necessary and as assigned.

Qualifications:

• At least 4 years of experience working with Latino gay/bi men populations on public health, social, and community driven program initiatives.

• Cultural competency in working with populations heavily impacted by HIV and AIDS.

• Knowledge and experience using Microsoft Office, including Excel and PowerPoint.

• Skills and experience using social media for program marketing, engagement, and public relations purposes.

• Excellent organizational and analytical skills.

• Strong writing skills: report writing and curricula writing.

• Strong oral presentation and group facilitation skills.

• Ability and willingness to engage in new tasks and learn new skills.

• Ability to multi-task, prioritize projects and manage time effectively.

• Strong teamwork as well as independent work commitment.

Ideal candidate should have strong knowledge and experience with topics related to HIV, advances in the HIV field, evidence-based HIV prevention interventions and public health strategies, and some knowledge of organizational infrastructure. Candidate must have strong training and presentation skills; the ability and confidence to engage in networking opportunities and to coach and create tools for CBOs on appropriate HIV prevention strategies and organizational change.

The candidate must have eligibility to work in the U.S. at the time of hire.

COVID-19 VACCINATION
The Latino Commission on AIDS is committed to helping prevent the spread of COVID-19 and to protecting the safety of our employees. The Commission adheres to COVID-19 vaccination guidelines from the Center for Disease Control and Prevention (CDC), New York City Department of Health and Mental Hygiene and New York State Department of Health. All employees will be required to be fully vaccinated.

HOW TO APPLY
Please submit a cover letter and resume to Human Resources at hr@latinoaids.org with Subject: Director of Latinx Gay/Bi Initiatives. The position will remain open until filled.