

# POSITION DESCRIPTION



**Position Title:** Community Health Promotion Officer (Regional Services) – Northern Rivers

**Work Level:** Operational

**Reports To:** Team Leader, Community Health Promotion (assigned regional team)

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

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## Position Overview

ACON provides services to people living with HIV (PLHIV) or affected by HIV – and to sexuality and gender diverse people in NSW. Community Health Promotion Officer (CHPO) roles require both a community development focus, community engagement and the implementation of a range of initiatives that build health literacy, encourage recommended health behaviours, and engagement with health services. This position is responsible for planning and delivering health promotion and community development responses for PLHIV and sexuality and gender diverse communities within Regional NSW. There is a requirement for people in these positions to travel frequently within NSW.

## About the Regional Health Promotion Team

ACON provides outreach to regional areas of NSW to extend the reach of our health services, programs and campaigns. We seek to provide a regular connection and build relationships with regional LGBTQ+ communities and PLHIV or affected by HIV. Our outreach teams visit regularly to:

- ✓ Promote HIV and sexual health testing, treatment and care.
- ✓ Provide safe sex information and resources.
- ✓ Promote a positive experience of sexual health.
- ✓ Deliver information and education about HIV, sexual health, the LGBTQ+ experience and LGBTQ+ health.
- ✓ Support referrals to appropriate services within ACON and locally.
- ✓ Advocate for an informed, healthy, resilient and inclusive LGBTQ+ community.

## Main Activities

With a primary focus on HIV and STI prevention, and a more limited focus on ACONs inclusion and equity initiatives, CHPOs undertake the following:

- ✓ Targeted evidence-based health promotion, community development and engagement activities with PLHIV and sexuality and gender diverse communities and individuals to support informed health decisions and build supportive communities and service systems.
- ✓ Delivery of peer education in partnership with community-based organisations and groups, Local Health Districts and other relevant stakeholders to implement ACON's state-wide HIV and STI prevention initiatives and other LGBTQ+ health promotion activities.
- ✓ Work in partnership with Aboriginal and/or Torres Strait Islander stakeholders to respond to the HIV and sexual health promotion needs of sexuality and gender diverse Aboriginal and Torres Strait Islander people, including brotherboys and sistergirls.
- ✓ Maintain and strengthen partnerships between ACON and service providers, community networks/groups, businesses, venues, organisations and events.
- ✓ Coordinate; HIV, STI, and LGBTQ+ education outreach at community events, volunteer participation, and the supply of safe sex equipment and health promotion campaigns.
- ✓ Implement a range of online outreach activities, including maintaining a social media presence and engage in digital and online health promotion across other mediums accessed by ACON's communities.
- ✓ Act as a gateway by engaging with community members, informing and facilitating referrals to ACONs state-wide services, Local Health Districts, or other service providers.

# POSITION DESCRIPTION



## Main Activities (continued)

- ✓ Amplify the voice of regional LGBTQ+ communities in research by promoting local research initiatives that inform health sector planning. Maintain knowledge of contemporary and emerging HIV, STI, and LGBTQ+ research and communicate findings to LGBTQ+ communities.
- ✓ Represent the needs of ACON's communities among key stakeholders.
- ✓ As peer workers, support ACONs HIV, STI, and inclusion and equity capacity building work among mainstream and community-based services accessed by ACON's communities.
- ✓ Contribute to administrative and team activities to ensure the smooth operation of ACON's Regional Services.
- ✓ Maintain accurate records of health promotion activities, including the monitoring and evaluation of effectiveness.
- ✓ Set priorities, plan and organise work, and deliver on agreed outputs as defined in both the unit-level and individual-level workplans.
- ✓ Contribute to strategic planning.
- ✓ Implement assigned activities from ACON's key strategic plans in line with other priorities, including the Reconciliation Action Plan, Multicultural Engagement Plan, and Trans and Gender Diverse Blueprint.
- ✓ Actively participate in, and contribute to, an ongoing process of supervision, building a positive team culture, information exchange and effective team meetings, quality improvement and professional development.
- ✓ Perform other related duties as requested by the Manager (or delegate).

## Selection Criteria

### Essential:

1. Demonstrated experience in the development, implementation and evaluation of community development and health promotion programs within a community organisation context.
2. Demonstrated understanding of sexual and general health issues and the information needs of **gay/bi+/queer men (cis and trans)** and the sexuality and gender diverse community.
3. Proven ability to plan and undertake health promotion outreach activities across a wide geographical area, including peer education, and to provide appropriate client referrals as required.
4. Ability to meet deadlines when working independently or remotely when there are competing demands and timeframes.
5. High-level interpersonal skills, including excellent written and oral communication skills and the ability to work as a member of a team.
6. Demonstrated high-level skills in the establishment and management of a range of internal and external stakeholder relationships and a proven ability to respond appropriately to competing demands and interests.
7. Understanding of and commitment to ACON's rural and regional communities, particularly people with HIV.
8. Applicants must provide evidence of up-to-date Covid 19 Vaccination, in addition to any other vaccination required to perform the role.
9. A current NSW driver's licence and ability to travel frequently.

### Desirable:

1. Qualifications or a willingness to obtain qualifications in health promotion, public health, community development, healthcare, adult education, and/or a Certificate IV in Workplace Assessment and Training.