

CTRS Reception



<u>Supervisor:</u>	CTRS Specialist		
<u>Job Site:</u>	HIV Alliance office		
<u>Duties & Responsibilities:</u>	Greet members of our community most at risk for acquiring and/or transmitting HIV as they come in for an HIV Test. Answer the agency phone and forward calls to the appropriate extension.		
<u>Skills & Qualifications:</u>	<ul style="list-style-type: none"> • Friendly and outgoing • Comfortable discussing sex, drug use, and HIV/AIDS • A Multicultural sensitivity and awareness • Willingness to: <ul style="list-style-type: none"> ○ Work with marginalized, underserved populations ○ Work with People Who Inject Drugs ○ Work with individuals who trade sex for survival ○ Work with gay/bisexual men and other men who have sex with men ○ Work with individuals engaging in behavior considered to be high-risk for HIV • Bilingual (Spanish/English) ability is preferred, but not required • Negative TB test • Ability to pass agency criminal background check 		
<u>Benefits & skills developed:</u>	Experience working with diverse populations and learning to manage a multiline phone system.		
<u>Trainings Required:</u>	Volunteer Orientation (1.5 hours)	Level II General (5 hours)	
<u>Length of service:</u>	Minimum: 3 months	<u>Hours:</u>	Mondays 5 – 7pm or Tuesdays 5 - 7 pm

For more information on this or other volunteer positions with HIV Alliance contact:
 Byron Snapp
 Volunteer Coordinator
 541-342-5088
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