



JOB DESCRIPTION: Harm Reduction Outreach Program Coordinator

Hours of Work: 35hrs

Rate of Pay: \$ 51,356.00 Pro-Rated plus Vacation and Sick Time Pro-Rated

Job classification: Full time, 6-month contract, option to renew

Internal Posting Deadline: January 14, 2025

Program Description

PASAN's Harm Reduction Program reaches out to people who use drugs to increase knowledge and awareness of harm reduction practices and to increase access to community services.

The position provides supportive counselling services, referrals and support, participates in community development, leads training for local service providers, promotes harm reduction, and supports engagement of people who use drugs in the program. The Harm Reduction Coordinator position is also responsible for program administration and supports accountability to meet reporting requirements for the funded program

Key Responsibilities:

Outreach

- Coordinate PASAN's overdose prevention services and the distribution of harm reduction resources. This includes overseeing adequate program coverage, opening/closing safe disposal procedures, availability of risk reduction supplies & information, program/event coordination and inventory oversight.
- Engage in community-based outreach with people who use drugs, including at local shelters, day centres, drop-in programs, on the street, and at other public spaces and community locations.
- Provide brief supportive counselling, harm reduction resources and information during outreach.
- Provide ongoing support, practical assistance and appropriate referrals to services as appropriate and needed.
- Provide service users with easily accessible and low threshold services that operate within the harm reduction framework. This includes assisting with accessing support services such as primary care, substance use treatment, behavioral health services, homeless shelters and legal advocacy.
- Provide written and verbal harm reduction information on safer injection strategies, vein and abscess care, overdose prevention and HIV, STI and Hepatitis transmission to program participants.
- Directly respond to service user needs and crisis situations as appropriate. Monitors service user areas including bathrooms.
- Provide training on overdose prevention and naloxone distribution.

Community Development and Capacity Building

- Develop and work in partnership with local service providers to formalize referral processes and participate in community development and local networks with service providers to identify gaps in services, share information and coordinate services.
- Identify harm reduction training needs of local service providers and provide or facilitate relevant training opportunities.
- Develop and maintain relationship with prison and detention centres to coordinate and implement harm reduction based in-reach.
- In collaboration with Harm Reduction Program Manager and community partners to develop and coordinate point of care HIV/HCV testing.
- In collaboration with Harm Reduction Program Manager, develop and deliver orientation and further training for harm reduction outreach workers and volunteers.
- Provide ongoing support and mentorship of Harm reduction Outreach workers.
- Provide structured supervisions and field supervision to Harm reduction Outreach workers, in collaboration with Harm Reduction Program Manager.
- Provide education and coordination for student placements for field work practiced/or observation in collaboration with designated staff.

Data Management and Organizational

- Participate in regular supervision and team meetings, and agency events.
- Maintain records, reports, and statistics necessary for program functioning, monitoring, evaluation and reporting.
- Participate in provincial Outreach Network and regional harm reduction network meetings and activities.
- Attend program, department and agency meetings and trainings.
- Perform other duties as required

Qualifications:

- Combination of some post secondary education and significant experience in health promotion and/or community development
- Three to five years relevant harm reduction experience in a community setting working with homeless and marginalized populations including prisoners/ex-prisoners, people with mental health issues and people who use drugs and people.
- Understanding of harm reduction needs and access to services for ACB, Indigenous, and Racialized communities.
- Understanding of the health and social impact of the criminal justice system on individuals and society and experience working with HIV and HCV issues including a well-developed knowledge of relevant resources
- Understanding of drug use and harm reduction in a prison context, especially in communities who are disproportionately criminalized.
- Strong knowledge of harm reduction and opioid overdose prevention strategies.
- Significant knowledge of health-related social issues faced by people who use drugs.
- Strong organizational, interpersonal, written and verbal communication skills.
- Proficient in Microsoft office and experience with electronic data collection.
- Demonstrated experience facilitating support groups and educational programming

- Experience working with and within homeless and unhoused communities
- Experience with substance use and harm reduction
- Demonstrated ability to work under pressure meet deadlines and ability to work both independently and within a team structure.
- Experience in program development, implementation, monitoring, evaluation
- Proficiency in language(s) other than English is considered an asset.
- Demonstrated ability to work under pressure meet deadlines and ability to work both independently and within a team structure.
- Demonstrated ability to anticipate problems/conflicts and take appropriate actions, to organize and prioritize work.
- Sound decision-making and judgment skills with the ability to effectively manage communications with community, committees and coalitions.
- Demonstrates a commitment to a healthy and safe workplace for self and others by taking all reasonable precautions and working in compliance with PASAN's related policies, health and safety legislation and best practices
- Valid driver's license an asset.

Indigenous People, People from African/Caribbean/Black communities, Racialized People, Ex-prisoners, People living with HIV/HCV, People with disabilities, Lesbian, Gay, Bisexual, Transsexual, Transgender, Queer People and people from historically under-represented equity seeking groups are strongly encouraged to apply. PASAN is committed to providing accommodation to people with disabilities.