

Job #: 2411
Posted: 10/28/2011



Health Imperatives
Promoting Personal and Public Health Since 1977

JOB ANNOUNCEMENT

TITLE: **Bilingual Reproductive Health Counselor (Spanish speaking)**

HOURS: Full-time (35 hours/week, M-F, some evenings)

PROGRAM: **New Bedford Family Planning**

BENEFITS: Medical, dental, holiday, paid earned leave, retirement, etc.

DUTIES: Under the direct supervision of the Program Director, the Reproductive Health Counselor is responsible for the following:

- Provide individual reproductive health/sexuality prevention counseling Including: HIV counseling and testing;
- Follow-up on client appointments and referrals;
- Maintain client charts and record documentation;
- Community education and outreach as necessary;
- Answer phones and triage calls;
- Attend community and staff meetings as appropriate;
- Data entry for billing and visit records; and
- Other duties as assigned by the Program Director.

QUALIFICATIONS: College degree preferred. Sexuality and/or HIV/AIDS education experience a plus, but willing to train. Ability to work with diverse cultural populations and sensitivity to the needs of low-income women and teens. Valid drivers' license and insurance necessary. Able to lift up to 20 pounds of program materials if necessary.

This posting will remain open until the position is filled. To apply, please fax, email or mail resume to:

Program Director, New Bedford Family Planning Program
Health Care of Southeastern Mass.
942 West Chestnut Street
Brockton, MA 02301

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