

# APLAHealth



APLA Health's mission is to achieve health care equity and promote well-being for the LGBT and other underserved communities and people living with and affected by HIV. We are a nonprofit, federally qualified health center serving more than 14,000 people annually. We provide 20 different services from 15 locations throughout Los Angeles County, including: medical, dental, and behavioral health care; PrEP counseling and management; health education and HIV prevention; and STD screening and treatment. For people living with HIV, we offer housing support; benefits counseling; home health care; and the Vance North Necessities of Life Program food pantries; among several other critically needed services. Additionally, we are leaders in advocating for policy and legislation that positively impacts the LGBT and HIV communities, provide capacity-building assistance to health departments across the country, and conduct community-based research on issues affecting the communities we serve. For more information, please visit us at [aplahealth.org](http://aplahealth.org).

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***We offer great benefits, competitive pay, and great working environment!***

*We offer:*

- *Medical Insurance*
- *Dental Insurance (no cost for employee)*
- *Vision Insurance (no cost for employee)*
- *Long Term Disability*
- *Group Term Life and AD&D Insurance*
- *Employee Assistance Program*
- *Flexible Spending Accounts*
- *12 Paid Holidays*
- *3 Personal Days*
- *10 Vacation Days*
- *12 Sick Days*
- *Metro reimbursement or free parking*
- *Employer Matched 403b Retirement Plan*

***This is a great opportunity to make a difference!***

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This position will pay \$68,598.40 - \$86,834.68 annually. Salary is commensurate with experience.

## **POSITION SUMMARY:**

Under the Direction of the Program Manager of the Vance North Necessities of Life Program (NOLP), provide access to food and nutrition education services to people living with HIV through the provision of nutrition education and counseling, and the distribution of food and personal hygiene items.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Develop, plan, implement, and oversee a comprehensive Dietetic Internship &/or nutrition student volunteer program designed to connect with each NOLP client a minimum of once annually. The program will serve to:
  - Educate upcoming professionals on the nutrition related needs of people living with HIV.
  - Train dietetic interns or nutrition student volunteers to provide nutrition education to NOLP clients to support personal goal setting and achievement, via written materials, 1:1 consultation, food demonstrations, and nutrition class presentations.
- Gather and disseminate information about the role of food and nutrition in supporting the overall well-being of people living with HIV/AIDS.
- Provide one-on-one nutrition education and counseling to assist clients in the development of an overall nutrition strategy, assess nutritional needs (NQS), establishing goals and documenting findings accordingly.
- Provide nutrition information to any individual who requests, via phone, one-on-one consultations, nutrition classes and/or fact sheets.
- Use communication models (motivational interviewing) to actively engage clients to identify, strategize and determine solutions to achieve their nutrition related goals.
- Using internal data management systems (Casewatch, Sales Force) to document all encounters with clients following department guidelines.
- Offer a variety of presentations for NOLP clients that address the nutritional needs of people living with HIV. Examine public health months to develop curricula that reflect Healthy People 2022 priorities.
- Develop and distribute fact sheets that address the nutritional needs of people living with HIV. Update fact sheets regularly to reflect the current research findings.
- Work with the Food Pantry Coordinator-Nutrition to develop the monthly nutrition education calendar and disseminate to agencies that serve people living with HIV.
- Assist Program Manager with the training and overseeing NOLP's Food Pantry Coordinator- Nutrition and Warehouse Assistant staff, to ensure compliance with contract goals and objectives.
- Develop and implement ongoing training programs for food pantry staff that seeks to increase knowledge on food safety and nutrition.
- Assist with program reporting, document outcome results, and present findings.
- Communicate regularly with Los Angeles County nutrition providers, sharing program eligibility criteria and encouraging compliance.
- Provide assistance to program staff to develop monthly food lists.
- Provide assistance with the monthly analysis of the NOLP food list to ensure compliance with program goals and objectives.
- Conduct quarterly in-services for NOLP staff that keep staff current on nutrition for people living with HIV as well as food safety guidelines.
- Assist in the design and implementation of evaluation tools for workshops, symposia, and planning of other educational efforts.

- Advocate for the inclusion of early and ongoing medical nutrition therapy in the primary care setting.
- Maintain up-to-date information about the latest science related to achieving optimal health outcomes among PLWHA and the relationship to nutrition.
- Network with nutrition professionals to share information, materials, and coordinate advocacy efforts.
- Participate in planning meetings and discussions focusing on the expansion of food and nutrition services to APLA Health Patients.
- Attend unit, division, and other agency meetings as assigned.
- Prepare quantitative and qualitative reports that evaluate effectiveness of nutrition education events and practices.
- Strictly adhere to HIPAA guidelines and regulations to protect patient rights and confidentiality of protected health information (PHI), including, but not limited to, personal and financial information.

OTHER DUTIES MAY BE ASSIGNED TO MEET BUSINESS NEEDS.

### **REQUIREMENTS:**

Training and Experience:

Bachelor's degree in Nutrition required or Master's degree in Nutrition required; credentialed Registered Dietitian Nutritionist (RDN) by successful completion of a national registration examination and mandatory continuing education; experience in health education; knowledge of HIV-related treatments and experience in running bibliographic searches on various medical databases and retrieval of scientific articles from biomedical laboratories.

Knowledge of:

HIV evidence-based nutrition recommendations, nutrition science, HIV pathogenesis, HIV symptomology, HIV treatment-related information; scientific methodology (experimental design, data collection, statistics); HIV-related research procedures and structures; epidemiology of HIV transmission and general epidemiological tools; HIV risk-reduction techniques.

Ability to:

Develop workshop curricula, factsheets and health education materials. Conduct nutrition science research to inform the development of nutrition education materials. Communicate effectively with a diverse population; identify and update community resources; operate standard office equipment including Microsoft Office (Word, Excel, PowerPoint); and meet assigned deadlines.

### **WORKING CONDITIONS/PHYSICAL REQUIREMENTS:**

This is primarily an office position that requires only occasional bending, reaching, stooping, lifting and moving of office materials weighing 25 pounds or less. The position requires daily use of a personal computer and requires entering, viewing, and revising text and graphics on the computer terminal and on paper.

### **SPECIAL REQUIREMENTS:**

Must possess a valid California driver's license; proof of auto liability insurance; and have the use of a personal vehicle for work related purposes. COVID-19 Vaccination or Medical/ Religious Exemption required.

Equal Opportunity Employer: minority/female/transgender/disability/veteran.

**To Apply:**

Visit our website at [www.aplahealth.org](http://www.aplahealth.org) to apply or click the link below:  
<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=126370&clientkey=A5559163F67395E0A2585D2135F98806>