**Job Description**

**Job Title:** Harm Reduction Specialist **Department:** Harm Reduction

**Reports to:** Manager of Harm Reduction **Effective Date: *7/1/2023***

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| **Guiding Principle:** | The St. Francis House Philosophy of Care commits us to providing trauma-informed, recovery-oriented and person-centered care. It guides everything we do at St. Francis House (SFH) – how we work with Guests and how we work together as an entire agency and community. Each staff person is expected to learn, understand, and apply these principles in their everyday work. |
| **Job Summary:** | The Harm Reduction Specialist conducts outreach to individuals who are actively using substances. The HRS works as part of a 2-person outreach team to engage individuals on the street who may or may not use SFH services. The goal of the HRS is to engage and build rapport with individuals who are actively using. In doing so, the HRS provides tools, supplies, resources, support, and referrals as needed to reduce the risk of death due to overdose and mitigate the negative impact of overall drug use. The HRS completely embraces a non-judgmental, non-coercive, harm reduction model where drug use is not stigmatized and safe drug use is supported.   |
| **Supervisory Responsibilities:** | * None
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| **Duties/Responsibilities:** | * Utilizing a peer approach, conducts outreach within St. Francis House and downtown Boston area to people who are actively using substances and/or at high risk of opiate overdose.
* Establishes rapport and reduces harm by providing or connecting individuals with critical, life-saving resources.
* Works collaboratively and maintains connections with community partners from Boston Healthcare for the Homeless (BHCHP) and a multidisciplinary team from St. Francis House that includes behavioral health clinicians, recovery center peer support staff, case managers, guest engagement and safety staff members.
* Provides education to staff and guests about ways to increase safety during use including ways to avoid overdose, infection, and victimization.
* Provides information and materials associated with safer injection strategies, including but not limited to pipes, syringes, “works,” condoms
* Maintains professional objectivity and boundaries, recognizing personal and professional limitations that may arise in the work
* Keeps accurate and timely records of client interactions, entering information into client database.
* Actively engages in opportunities to network with other harm reduction professionals and first responders through local connections, meetings, online engagement, advisory committees and professional development committees.
* Remains current and informed regarding issues of substance use, overdose prevention, substance use treatment programs
* Responds to substance use emergencies within the building, including overdoses and behavioral interventions
* Attends and actively participates in weekly supervision, meetings, and trainings as appropriate, including overdose prevention/response.
* Performs other duties as assigned.
* Adheres to agency code of conduct.
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| **Required Skills/Abilities:** | * Proficiency in English.
* Bilingual (Spanish) preferred
* Excellent verbal and written communication skills.
* Excellent organizational skills with attention to detail.
* Ability to prioritize tasks and to delegate them when appropriate.
* Proficiency with Microsoft Office Suite.
* Ability to function well in a fast-paced environment with compassion and professionalism.
* Basic understanding of and commitment to taking a person-centered, recovery-oriented, and trauma-informed approach.
* Strong analytical and problem-solving skills.
* Strong knowledge of and commitment to harm reduction practices, including experience with opioid overdose prevention strategies.
* Knowledge of medical conditions associated with substance use
* Ability to respond in a crises and act as a first responder in the event of an overdose
* Knowledge of de-escalation techniques or crisis intervention preferred.
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| **Education and Experience:** | * High school degree or equivalency required.
* Minimum of 1 year in related outreach and engagement role required, 2+ years preferred.
* Minimum of 1 year working with people actively using substances required, 2+ years preferred.
* Experience and understanding of the appropriate strategies for risk reduction (use of Narcan, syringe cleaning, proper condom use, etc.).
* Experience in supporting women with gender specific support around issues related to past/ongoing trauma, victimization, sex work, etc.
* Lived experience with recovery and a minimum of 3 years in recovery required.
* Lived experience with homelessness a plus.
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| **Physical Requirements:****Work hours, Equipment used** | * Prolonged periods of sitting at a desk and working on a computer.
* Must be able to lift up to 10 pounds at times.
* Occasionally works in outdoor weather conditions.
* Prolong standing and moving throughout multi-level building.
* Constantly operate computer and other office machinery, such as a calculator, copy machine, computer printer, 2-way radio.
* Workweek: Monday – Friday.
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| **Essential Personnel:****(Employee who is designated to work during a business closure or limited closure in order to meet operational requirements.)** | * No
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| **Accommodation and EEO:** | SFH is an Equal Employment Opportunity Employer is committed to a diverse and inclusive workforce where all staff can reach their fullest potential. We welcome – everyone who have lived experience of homelessness and/or recovery, and those who have faced historic barriers to competitive employment, in particular Black, Indigenous, and People of Color (BIPOC), and those who are multi-lingual or multi-cultural and members of the LGBTQ+ community. Reasonable accommodations may be made to enable individuals with disabilities to perform these duties. |

This job description is subject to change and does not restrict management’s right to assign or reassign duties and responsibilities to this job at any time.

***Completed by Human Resources only:***

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| FLSA Status: [ ] Exempt [x] Non-exempt[x] Full-Time [ ] Part-Time; \_\_\_\_\_\_\_\_\_ Hours per week ***Salary Range: Low*** $47,500 per year ***Medium*** Click here to enter text.  ***High*** $52,250 per year***Job Tier: \_*** 4B­**\_\_** |