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# Employment - Job Description

November 10, 2008

## EPI Interviewer II

The Public Health Institute (PHI) is a large non-profit public health organization conducting a broad range of public health research, training, and technical assistance programs in California, throughout the nation, and around the world. PHI is seeking a full time EPI Interviewer II for the Substance Abuse Mental Health Services Administration (SAMHSA) study Targeted Expansion Project for Outreach and Treatment II (TEPOT II). This position is located in Oakland, CA.

The EPI Interviewer II will work for study TEPOT II targeting Asian and Pacific Islander (API) men who have sex with men (MSM) in order to reduce their substance use and HIV risk behaviors.

### **Duties & Responsibilities:**

- Conduct community outreach at bars/clubs, universities, and street in Alameda and San Francisco Counties, targeting Asian Pacific Islander (API) Men who have sex with men (MSM).
- Recruit project participants and conduct intake/follow-up risk assessment.
- Collaborate with an Outreach Worker/Counselor at the Asian and Pacific Islander Wellness Center in terms of conducting outreach activity, intake, risk assessment and counseling.
- Under the supervision, provide Motivational Enhancement Counseling and Brief Intervention to participants in order to reduce substance abuse and HIV risk behaviors.
- Provide referral services to HIV/STI testing and appropriate health and social service agencies for project participants.
- Maintain regular contact with community-based organizations serving the API MSM and build linkages.
- Maintain and entering assessment data.
- Participate in project meetings. Plan and conduct project activities.
- Manage materials and facility logistics for outreach events and activities.
- Process cash payments to participants.
- Other duties as assigned.

### **Qualifications:**

- A High School diploma or its equivalent although a Bachelors in social/health sciences is highly preferred.
- At least 3 years of experience in relevant field.
- Bilingual in English with an Asian Language is required. Bicultural to Asian culture.

- Previous experience working in the API community and/or API MSM.
- Ability to work independently.
- Strong organizational skills, excellent interpersonal skills, and excellent oral/written communication skills.
- Must be detail oriented with a high degree of accuracy.
- The ability to develop and maintain relationships with the API MSM.
- Travel locally and able to work some non-standard hours.
- High comfort with sexual and lifestyle diversity, as well as the ability to effectively interact with the target population.

**Compensation:**

Hourly pay rate is commensurate with experience. PHI offers a generous benefits package including medical, dental, vision, short/long term disability insurance, life insurance, 403b (tax sheltered annuity) and partial subsidy of public transportation cost. For more information about PHI's benefits, please visit [www.phi.org](http://www.phi.org).

**How to apply:**

To apply for this position, click here [APPLY HERE](#) or go to PHI's Career Site at [www.phi.jobs](http://www.phi.jobs).

If you do not have internet access, PHI's mailing address for this position is listed below. Please send cover letter and resume ASAP to:

Public Health Institute  
555 – 12th Street, 10th Floor  
Department 180, Oakland, CA 94607-4046  
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NO PHONE CALLS PLEASE

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