



**Position:** Spectrum Navigator  
**Program:** Community Health Programs  
**Department:** Health Services  
**Reports to:** Program Supervisor, South LA  
**Salary:** \$45,760.00 Annually  
**Status:** 100%, Full-Time, Exempt, Regular  
**Probation:** 180 days  
**Benefits:** Medical, Vision, Dental, and Life Insurance; also including Long Term Disability, an Employee Assistance Program, and a 403B retirement plan

---

**JOB SUMMARY:** Under the supervision of the Program Supervisor, the Spectrum Navigator will focus on the engagement in the care of gay and bisexual men of color who are HIV positive or high-risk for HIV.

**ESSENTIAL FUNCTIONS:**

- 1) Coordinates and collaborates with internal and external programs to engage and link gay and bisexual men of color into behavioral interventions, medical care, and mental health services;
- 2) Provides behavioral interventions based on Los Angeles LGBT Center (Center) guidelines and protocols that are in conjunction with grant requirements;
- 3) Responsible for establishing and maintaining a cohort of clients in the various interventions and workshops;
- 4) Prepares reports on all services provided including outreach, retention, and referrals;
- 5) Provides the appropriate linkages to Center and external departments for clients within the HIV Continuum of Care directive;
- 6) Coordinates with nursing and case management to ensure continuity of care following patient's attendance of first medical visit following an HIV-positive diagnosis or PrEP visit;
- 7) Provides field investigations to locate, notify patients of test results, and refer individuals for necessary medical evaluation and treatment;
- 8) Participates in staff meeting and other meetings as required;
- 9) Other duties as assigned;

**JOB QUALIFICATIONS AND EXPERIENCE:**

- 1) Knowledge of or experience working with the LGBTQ community and familiarity with issues of particular relevance to LGBTQ people;
- 2) A passion for the Center's work and its mission to make the world a better place for LGBTQ people;
- 3) Minimum of 2 years of experience in program development, outreach and community organizing or equivalent education in health education, psychology or related fields a plus;
- 4) CPR (BCLS) certification within 60 days of hire;
- 5) State-certified HIV pre/post-test counselor within 60 days of hire;
- 6) Strong verbal and written communication skills, including strong interpersonal and organizational skills;
- 7) Knowledge of HIV/AIDS-relates issues and concerns;
- 8) Understanding of health education programs, community resources, support groups and networks in Los Angeles County;
- 9) Strong knowledge of Microsoft Office suite (Word, Excel, Access, PowerPoint, etc.) and Center-used medical records systems;
- 10) Strong working knowledge of the principles of health promotion, disease prevention and overall public health;
- 11) Access to reliable transportation and the ability to be insured;
- 12) Demonstrated ability to work effectively with people of diverse races, ethnicities, nationalities, sexual orientations, gender identities, gender expression, socio-economic backgrounds, religions, ages, English-speaking abilities, immigration statuses, and physical abilities in a multicultural environment.

---

E-mail cover letter and resume as an attachment to [jobs@lalgbtcenter.org](mailto:jobs@lalgbtcenter.org) website: [www.lalgbtcenter.org](http://www.lalgbtcenter.org)

Or submit cover letter with application/resume to:

Los Angeles LGBT Center, Human Resources Dept., 1625 N. Schrader Blvd., Los Angeles, CA 90028

The Los Angeles LGBT Center is an Equal Opportunity Employer and is committed to fostering diversity within its staff. Applications are encouraged from all persons regardless of their race, color, ancestry, religious creed, national origin, sex, sexual orientation, gender identity, gender expression, medical/physical/mental condition, pregnancy/childbirth and related medical condition, age, marital status, or veteran status.