



ANNOUNCEMENT OF NON- PROFESSIONAL VACANCY

Applications are invited for consideration to the following position

Department:	STAR Program / Medicine	Budget Title:	Research Support Specialist
Salary Range: (Based Upon Experience)	\$50,000.00 - \$55,000.00	Descriptive Title:	Patient Navigator
Full-time, Monday to Friday, 9:00am - 5:00pm, 37.5 hours per week.		Vacancy	26-23

Description of Duties:

This is a grant funded position. -Provide field-based health education on a monthly or weekly basis and skills building service to patients. -Accompany patients to primary care appointments and to other health care and social service encounters. -Coordinate ongoing navigation and logistical support for appointment keeping reminders, transportation and childcare arrangements. -Track patients' progress through health education curriculum. -Conduct social service and benefits reassessment and follow-up. -Provide critical feedback to other members of the health care team based on observations in the field through EMR notes, EMR messaging, participation in multidisciplinary care conference meetings and phone communication. -Educate, coach and empower patients. -Provide directly observed therapy (DOT) in patients' homes as needed; observe and record patient self-administration of antiretrovirals (ARVs);and assess for and report any ARV related side-effects. -Document all patient activities on required data forms for submission into eSHARE or an alternative data system.

Qualifications:

REQUIRED: AA, AAS Degree, or equivalent educational credits with at least 3 years of experience working in an agency providing case management, social services or health care services. Effective written, verbal, organizational and interpersonal skills. Computer literacy required. Personal experience with HIV, HCV and/or substance use. PREFERRED: 4 year college degree may be substituted for one year of experience. Experience working with HIV+, substance using and/or MICA clients. Experience working in multidisciplinary and multicultural, team oriented setting. Bilingual in English/Spanish or English/Haitian Creole an asset. Experience using electronic health record. Experience working with LGBT populations. Experience with outreach and use of social media.

Persons interested should mail their resume and a letter of introduction

Additional Information: Interested candidates should submit their letter of introduction and resume to: Shanice.Sheriffe@Downstate.edu

Closing Date for Receipt of Applications: 09/15/26

The Research Foundation is committed to equal opportunity and non-discrimination in employment for all qualified persons without regard to race, color, religion, sex, gender identity or expression, transgender

status, national origin, citizenship, age, creed, disability, veteran status, marital status, familial status, military status, domestic violence victim status, sexual orientation, genetic characteristics/genetic information, pregnancy-related conditions, reproductive health decisions, prior arrest or conviction records, or any other trait protected by federal, state, or local law.