



HEAT Program Advisory Committee Member Role Description

Supervisor

HEAT Program Coordinator *(with support from Team Lead of Prevention and Support Services)*

Location

HIV Community Link - Calgary Office: 110 – 1603 10 Ave SW Calgary, AB or virtually via Zoom.

Role Description

The HEAT program provides HIV, hepatitis C and other STI/STBBI education, awareness and prevention services to gay, bisexual, and other men who have sex with men (gbMSM). The program provides easy access to information and resources that support this community with a specific goal of addressing HIV in gbMSM communities.

The HEAT Program Advisory Committee works to provide support and guidance to the HEAT program's community informed outreach and advocacy efforts. The Committee collaborates to innovatively build upon program work plans to enhance community wellness through best practices, shared knowledge, and lived experience while reducing risk and addressing immediate needs for gbMSM.

Time Commitment

This is an ongoing volunteer opportunity with a minimum commitment of a 1-year term. Committee Members can anticipate attending a minimum of 4 advisory meetings per year, with meetings averaging 1-2 hours in length. The availability of members will determine the schedule of meetings. The average monthly commitment will be between 1-10 hours, dependent on activities, engagement, events, deadlines, etc., as determined by the Committee.

Responsibilities

Responsibilities may include, but are not limited to:

- Providing advice to the HEAT program based on social experiences that are meaningful to gbMSM communities in Calgary
- Providing guidance and feedback on HEAT program and promotional documents and plans
- Identifying opportunities for improvement in the planning and delivery of service

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- Acting in accordance with the internal policies of the organization and relevant legislation for volunteers at HIV Community Link
- Doing your utmost to attend each meeting of the HEAT Advisory Committee
- Being prepared to be an active participant in each meeting

Qualifications/Skills

- Strong interest in gay, bi and MSM issues, awareness and advocacy
- Excellent communication skills and ability to respectfully engage in debate
- This opportunity is open to gay, bi MSM and transgender adults.

Training

Our in-house free HIV Core Training is required, and Shifting Perspectives: Sex Work from a Harm Reduction Approach is strongly encouraged. Additional training will be provided as applicable, according to member needs and requests.

Volunteering Benefits

- Volunteer hours and participation will be tracked and can be provided for purposes such as post-secondary applications or work references (after completing 30 hours of volunteering)
- Opportunity to develop skills and benefit from current information about harm reduction, HIV, sex work, etc.
- Invitations to volunteer appreciation events, special organization events or workshops, and community celebrations
- Meet new people and take part in meaningful work

Requirements

- Complete a volunteer application
- Complete mandatory training
- Complete a Committee Terms of Reference upon acceptance

If you are interested in this opportunity, please email heat@hivcl.org.

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