



**Position title:** Drug Checking Coordinator  
**Position type:** Temporary, part-time  
**Hourly wage:** \$31.25  
**Benefits:** This position is not eligible for benefits  
**Location:** Seattle, WA  
**Hours:** 15 hours per week, Tuesday to Thursday  
**Term:** July 1, 2024 through December 31, 2024  
**Closing Date:** Open until filled

#### **WHO WE ARE:**

The [Hepatitis Education Project \(HEP\)](#) is a Seattle-based 501(c)(3) nonprofit agency committed to providing support, education, advocacy, and direct services for people affected by hepatitis and helping raise hepatitis awareness. Driven by the values and principles of social justice and harm reduction, our programs include Prevention and Outreach, Medical Case Management, Medications for Opioid Use Disorder Treatment, Correctional Health, and Policy and Advocacy. Through these programs, HEP serves people at risk for or living with viral hepatitis, with a focus on disproportionately impacted communities including people experiencing homelessness and/or housing instability, people who inject drugs, individuals serving time in jails/prisons and those with a history of incarceration, and immigrant and refugee communities.

#### **JOB OVERVIEW:**

The Drug Checking Coordinator is responsible for managing and implementing all aspects of HEP's drug checking program with a focus on providing high-quality services and working collaboratively within the drug checking community.

#### **RESPONSIBILITIES:**

- Provide comprehensive drug checking services, coordinate project activities, and follow project Statement of Work for the project "Community Drug Checking Network" (CDCN) in collaboration with our partner/grantor the University of Washington's Addictions, Drug & Alcohol Institute (ADAI)
- Provide drug checking services for approximately 10 hours per week. Drug checking services will be provided for individuals who use drugs and not for law enforcement.
- Analyze samples via Fourier transform infrared (FTIR) spectroscopy and send samples for confirmatory testing.
- Facilitate ongoing dialogue with people who use drugs integrating their input into service design.
- Attend regular CDCN team meetings, technician trainings, and regional networking meetings.
- Communicate with local partners about drug checking services and build referrals.
- Monitor qualitative and quantitative data for new or growing issues (e.g., new drugs, rapid increases in drugs of concern) and notify ADAI and other CDCN members when issues are identified.
- Meet monthly with ADAI and CDCN sites to discuss project implementation and problem-solving.
- Provide support for HEP harm reduction program as needed.

#### **SCHEDULE:**

On-site at HEP, Tuesday-Thursday, 12:30pm-5:30pm.

#### **THE IDEAL CANDIDATE WOULD HAVE:**

- A strong commitment to public health, health equity, and harm reduction.



- Experience working/volunteering in a harm reduction program.
- Ability to work with self-direction and flexibility in an environment that encourages collaboration among team and across programs to improve care continuity for clients.
- Experience with drug checking including FTIR and sample handling.

*This job posting is an overview of the position's scope but is not a comprehensive list of skills, efforts, duties, or responsibilities associated with the position.*

**People of color, LGBTQ-identified folks, and individuals whose lived experience has been affected by drug use, viral hepatitis, HIV, homelessness or unstable housing, and/or incarceration are strongly encouraged to apply.**

To apply, please send your resume to [resumes@hep.org](mailto:resumes@hep.org).

For questions, please contact the Hepatitis Education Project at 206-732-0311 or [resumes@hep.org](mailto:resumes@hep.org).