



Job Description

Stigma Index Study Interviewers

Position Title:	Stigma Index Study Interviewer
Appointment:	Casual
Payment:	\$20.55 p/ hour Working hours to be negotiated – Approximated 3-9 hours per week from July 2019 – December 2019, with hours varying by week
Location:	Auckland (3 positions) Wellington (2 positions) Waikato (1 position) Christchurch (1 position) Dunedin (1 position)
Accountable to:	Stigma Index Working Group Study Coordinator

Application form is attached below

What is the Stigma Index?

The Stigma Index is a tool to measure the extent of stigma and discrimination experienced by people living with HIV in Aotearoa New Zealand.

The study uses The People Living with HIV Stigma Index questionnaire. The questionnaire and the idea of conducting the survey, was developed by the Global Network of People Living with HIV (GNP+) and the International Community of Women Living with HIV or AIDS (ICW), with financial and management support from the International Planned Parenthood Federation (IPPF) and the Joint United Nations Programme on HIV and AIDS (UNAIDS).

Purpose of the Project

Data obtained from this study will be used to inform the implementation of policy and practice in Aotearoa New Zealand for the protection of people living with HIV (PLHIV).

It will provide an evidence base for policy change and programmatic interventions and a baseline to measure how stigma, discrimination and the rights of PLHIV change.

This study is an initiative that has been developed by and for PLHIV. It is intended that the process of carrying out the interviews and undertaking the study will be empowering for people, their networks and local communities

Aim and Objectives of the Project

The primary aim of the study is to describe the stigma and discrimination experienced by PLHIV in Aotearoa NZ.

Secondary objectives:

- Enable a process of empowerment for HIV positive interviewers and interviewees.
- Inform an evidence base relating to stigma and discrimination that can be monitored over time.
- Contribute to evidence to inform policy and programmes in Aotearoa, NZ.
- Data can be used to identify where people are experiencing stigma therefore enabling responses targeted on those areas e.g. in the workplace, in social gatherings
- Compare the stigma and discrimination of PLHIV in NZ with other comparable countries (e.g. Australia, United Kingdom).

Purpose of Role

Interviewers for the Stigma Index will also be people who are *openly* living with HIV, as the key principle of the People Living with HIV Stigma Index is that its planning and implementation is planned and owned by local people living with HIV.

Interviewers will be trained to carry out the interviews using the People Living with HIV Stigma Index 2.0 questionnaire. They will also be trained in interviewing, facilitating discussions, and recording of case studies to ensure accurate data recording in an empowering process for both interviewers and interviewees. In addition, interviewers will receive training in research methods, privacy and confidentiality, computer literacy, participant support, disclosure, and self-care. After training, the **eight interviewers** will be responsible for administering **a total** of 100 interviews with other PLHIV over a 6-month period. Past research suggests that the majority of interviewers will find the process empowering and will learn a lot from interviewing other PLHIV.

PLHIV, both men and women, from traditionally marginalised or silenced communities are strongly encouraged to apply, including ethnic minorities and Māori individuals; gay, lesbian, bi, and transgendered people, people engaged in sex work and people from other groups who have been historically under-represented in health research. You do not need to have previous research or interviewing experience to apply.

Key Tasks

- Conduct interviews with participants who are PLHIV, asking a list of set-questions and recording answers to those questions, asking follow-up questions to gather clear and usable data
- Attend an in-person training session (travel costs will be covered)
- Compile interview data and evaluate how each interview went at the end of each session to aid data analysis
- Obtain consent and maintain participant confidentiality of research participants throughout the interview process. This includes providing participants with information forms and following

best practices while conducting interviews, compiling data, and preparing or submitting reports.

- Answer participant questions related to privacy and confidentiality practices and procedures.
- Maintain accurate record-keeping and data management.
- Maintain a level of professionalism and empathy throughout the interview process.
- Participate in regular supervision with the study coordinator to discuss previous interview processes and possible issues

Experience, skills and distinguishing characteristics required

- Openly living with HIV (i.e. you are comfortable disclosing your HIV-positive status to the interviewees)
- Able to respect and maintain the highest level of confidentiality
- An interest in research (no experience required)
- Past experience and/or interest in working with PLHIV
- Compassion and understanding towards issues related to diversity, inequality, stigma and discrimination, and the needs of people living with HIV
- Clerical skills to be able to record interview information quickly and accurately as possible (typing, note-taking)
- High attention to detail to ensure the accuracy of answers, ask the right questions and follow-up questions, and gather all the necessary data
- Excellent communication and interpersonal skills
- Extremely well organised with good planning and time management skills
- Have an understanding of the Treaty of Waitangi and an openness to other cultures
- Preferably, a driver's license and access to a car
- Flexibility in working hours;
- Open to learning and have a Positive 'can do' attitude

Challenges

Key challenges working in this role include

- Effectively managing tasks associated with interviewing participants through excellent time management
- Effectively maintaining the ability to stay calm and empathize with interviewees if they are upset
- Working cooperatively with a diverse community, from different cultures, ethnic and religious backgrounds in a compassionate and non-judgemental manner
- Operating effectively within a changing and, at times, under-resourced environment

Compensation

- Travel, accommodation, and food during the training session will be covered
- Travel costs associated with the interviewing process (petrol, public transport) will be covered (with preapproval from the study coordinator)

Stigma Index Working Group NZ

This study has been initiated by the HIV-positive network groups and an Advisory Committee/Working Group made up of members of the HIV National Forum, alongside Dr Sue McAllister from the AIDS Epidemiology Group based in the Department of Preventive and Social Medicine at Otago University.

The Advisory Committee includes representatives from the following network groups:

- Otago University
- Positive Women Inc.
- Body Positive Inc.
- INA. Maori, Indigenous and South Pacific HIV & AIDS Foundation
- The New Zealand AIDS Foundation (NZAF)
- Pamoja (NZAF prevention programme for Africans)
- NZ Prostitutes Collective (NZPC)
- NZ Needle Exchange Program (NZNEP)

Job Application

Stigma Index Study Interviewer



<u>STEP 1: PERSONAL DETAILS</u>		
First Name: Click here to enter text.		Last Name: Click here to enter text.
Address: Click here to enter text.	City/Town of residence: Click here to enter text.	Postal Code: Click here to enter text.
Email: Click here to enter text.	Phone: Click here to enter text.	Other Means of Contact: Click here to enter text.
Best way to contact you: Click here to enter text.		
Are you a person living with HIV? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Please specify the region in which you live and would be interested in conducting interviews (please tick one): <input type="checkbox"/> Auckland <input type="checkbox"/> Waikato <input type="checkbox"/> Wellington <input type="checkbox"/> Christchurch <input type="checkbox"/> Dunedin		
<u>STEP 2: DEMOGRAPHIC INFORMATION</u>		
In order to help better serve and represent the various populations of people living with HIV (PLHIV) across NZ, please select the populations with which <u>you identify</u> . More than one selection is possible. <u>This section is OPTIONAL.</u>		
<input type="checkbox"/> Māori descent <input type="checkbox"/> Asian descent <input type="checkbox"/> African descent <input type="checkbox"/> Immigrant person living with HIV <input type="checkbox"/> Younger person <input type="checkbox"/> Older person <input type="checkbox"/> LGBTQI+ person <input type="checkbox"/> Heterosexual person <input type="checkbox"/> Gender fluid <input type="checkbox"/> Experience with incarceration <input type="checkbox"/> Experience living in rural or remote areas <input type="checkbox"/> Experience of sleeping rough / couch surfing <input type="checkbox"/> Current/former sex trade worker <input type="checkbox"/> Other: Click here to enter text.		
<u>STEP 3: TELL US ABOUT YOURSELF (PLEASE PROVIDE AS MUCH DETAIL AS POSSIBLE)</u>		
1. Tell us about yourself.		

2. Please describe your past experience and/or interest in research.

3. Please describe your past experience and/or interest in working with people living with HIV.

4. Please describe any skills development or capacity-building training sessions you have participated in that might be relevant to this position.

5. a) Are you comfortable using a computer? Yes No

b) Are you comfortable using email? Yes No

c) Are you comfortable accessing the internet? Yes No

d) Please briefly describe your level of comfort and knowledge with using a computer.

6. Please tell us why you would like to be a Study Interviewer for the Stigma Index.

7. Please describe your skills, interests, or experiences that would make you a good candidate for this position.

8. What skills would you like to gain from working as a Study Interviewer for the Stigma Index?

9. Please provide names and contact details for **two references** who are able to comment on your professional activities, your community work, and/or your personal attributes. Please include **name, organization, role (if applicable), email address, and phone number.**

STEP 4: SUBMIT YOUR APPLICATION

Please **complete and submit this application form** via email to the Study Coordinator (contact details below). You may also attach and submit a resume, although this is optional. Please feel free to contact us if you have any questions.

Application deadline: Monday 20 May, 5pm

Email: info@stigmaindex.nz

Phone number: 021 234 1636

We would like to thank, in advance, all applicants who take the time to submit an application for these positions. We are grateful for your interest in this study and your commitment to these issues. The Stigma Index Working Group hiring team includes representatives from research and community. **The hiring team will consider every application carefully, with a goal of building a strong and diverse team of interviewers**, representative of people living with HIV across NZ.

All applicants will be notified regarding whether or not they have been selected for an interview.