FOR IMMEDIATE RELEASE – 11/18/2022

Contact Information:
Karen Streeter
Vice President of Development
kstreeter@slitopeka.org
(785) 559-8808

2022 SLI FESTIVAL OF TREES

Festival of Trees is kicking off its 45th community event on November 22 in our NEW HOME at Fairlawn Plaza.

When: November 22nd to December 4th, 10:00 am – 6:00 pm (closed on Thanksgiving)
(Designer Setup - November 18, 9 am – 6 pm & November 19, 9 am – 4:00 pm)

Where: Fairlawn Plaza Mall

How to Participate/Learn More: www.slifestivaloftrees.com

SLI has provided this holiday tradition to the Topeka community for 45 years. All proceeds cover the unfunded needs of persons with intellectual and developmental disabilities (IDD) whom SLI serves. Since its inception in 1977, SLI has raised more than 3.3 million dollars. The SLI Festival of Trees was originally proposed by SLI volunteer Maggie Beers in response to a projected revenue shortfall of $15,000.

The 2022 Festival of Trees includes the following activities:

• Public viewing of the trees, wreaths, and silent auction items at Fairlawn Plaza from 11/22 to 12/3
• Preorder baked goods from the Sweet Shoppe from 11/1 to 12/3
• Bid on trees, wreaths, and silent auction items starting 11/22. Auction ends 12/3.
• Festival Soirée – Holiday Party on 12/2, tickets still available
• Donate to the Giving Tree online & have the gift matched by an anonymous donor up to $10,000

Discussion Points: Festival of Trees history and importance; Addressing the needs of persons with IDD; and Importance of supporting organizations that serve persons with IDD.

Interview Opportunities: Lisa Jackson, CEO/President of SLI; Shannon Warta, Directr of Marketing & Special Events.

About SLI: SLI is a non-profit organization that supports the efforts of over 125 adults with intellectual and developmental disabilities to achieve independence and actively participate in the community. Crucial supports and services include community living program, independent living program, community integration (day services), retirement program, and employment skill development. SLI has served the community since 1971. For more information visit www.slitopeka.org.
Due to the condensed week, Yard Waste and Bulky Items will not be picked up during Holiday Weeks.

- Wed 11/22: P.U. customers
- Tues 11/22: Wed & Thurs customers
- Mon 11/21: Mon & Tues customers

The schedule will apply.

In observance of Thanksgiving, the following Solid Waste Customers Notice to SNCO Solid Waste Department.

Happy Thanksgiving
To follow-up on the zoom call this past Tuesday hosted by Brett Martin. I am sharing about an exciting grant opportunity in 2023, as we celebrate the Foundation’s 40th Anniversary. Each month, from January through November, we will highlight a grant area of focus. To maximize grant making opportunities, we will be sharing nonprofit grant applications with our donors. Your submitted grant application will be matched with our donors’ interests.

To participate, and quality for the granting process, click this link https://form.jotform.com/222795315017152 and take a couple minutes to complete the form now, or by 12/1/22. ***Disregard if you have already completed this.

A video with more information, https://youtu.be/HFKZbUpXM_c

I will garner basic information that enables me to email you with the unique grant application and share more information about the grant making process. Our goal is to update our online directory with your primary contact information for future communication. You can also email me at warta@topekacommunityfoundation.org. Thank you for your impact within our community and I look forward to working with you.
STORMONT-VAILL
Salvation Army
Valle Greenwood
1320 SE 6th
Dec 10 • 9:00-2:00

STORMONT-VAILL
Salvation Army
Valle Greenwood
1320 SE 6th
Dec 15 • 9:00-2:00

questions about MAP?

STORMONT-VAILL
Salvation Army
Valle Greenwood
1320 SE 6th
Dec 22 • 9:00-2:00

STORMONT-VAILL
Salvation Army
Valle Greenwood
1320 SE 6th
Dec 20 • 9:00-2:00

Spray/Neuter
Vaccines for pets, parasite control
STREET DOG COALITION
QUALITY
(award letter and ID required)
Government phone program (EBT)
FREE LIFELINE PHONES
available
by appointment
Please call 261-9568 to set
Diabetes, cholesterol, blood pressure
Routine"
First Friday Art Show

Friday, December 2, 2022
1p.m.-5 p.m.

Do some Holiday Shopping with the East Topeka Senior Center
432 SE Norwood Street
Rice Community Center

Come browse the unique creations of our talented seniors helping them to earn some $$$ for their own Holiday Shopping.
WELCOME!

LULAC Senior Center is excited to launch our very first newsletter! For those of you who aren't aware of LULAC Senior Center, we are the only full-time senior center in Topeka offering an array of services and activities for those age 60 years and older, and those under age 60 with physical limitations, nestled in the Oakland Community. LULAC was founded in 1973 to meet the needs in the Oakland Hispanic Community. Today we serve a diverse population with transportation, recreation, senior computer classes, cooking, gardening classes, dance instruction, Tai-Chi, and many other activities to keep our senior citizens active, engaged, and having fun! Our Mission is to promote the socialization, independence and mobility of seniors and those with physical limitations in the Topeka metropolitan area. In this issue you will find fun highlights of our organization and get the opportunity to see what LULAC participants are doing. We welcome you always and you will see we have many activities where the community can participate with us!
COME SEE OUR BEAUTIFUL MURAL

Our building dedication was on August 11th this year with the completion of the Robert and Hazel Gomez portrait added to the front of the building. Robert and Hazel along with LULAC Council #11071 saw the need for a center where folks could come to socialize and be together after retirement. LULAC Senior Center was established in 1973. In 2020 in partnership with the City of Topeka Neighborhood Relations and the Oakland NIA, LULAC Senior Center was awarded a grant for a mural to be painted on our building. Robert Tapley Bustamante was the artist chosen to complete the work, and we watched the transformation begin. If you haven’t driven by yet to see it, you are missing the most beautiful building on Seward Avenue! Our colorful building represents happiness, and hope. Special thanks to all who attended our ceremony, Law Enforcement, Fire Department, City Manager, Mayor Mike Padilla, Father John Torrez, LULAC Senior Center Board of Directors, neighbors, friends, and supporters of the center we had a wonderful time and know this is a beautiful enhancement to the Oakland neighborhood!

Did you know? LULAC is the acronym for League of United Latin American Citizens. Our center represents every ethnicity!

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Topeka Lulac Senior Center, Topeka, KS
LEARN TAI CHI!
WE HAVE TAI CHI CLASS IN PARTNERSHIP WITH JAAA EVERY WEDNESDAY AT LULAC SENIOR CENTER! 11:00AM-11:45AM. THERE IS NO COST FOR THE CLASS. BUT YOU CAN DONATE SHOULD YOU WISH. OUR INSTRUCTOR LEARNED HER TECHNIQUE IN CHINA!

JOIN US!
ARE YOU INTERESTED IN COMING TO LULAC SENIOR CENTER? DO YOU NEED TRANSPORTATION? WE PROVIDE RIDES TO AND FROM THE CENTER. STOP IN FOR A VISIT WE WOULD BE HAPPY TO SHOW YOU AROUND.

FISHING DERBY!

SUPPORT THE ADVERTISERS that Support our Community!
# November 2022 Activity Calendar

**Our Monthly Calendar!**

Each month we try new things, visit new places, and engage in the offerings of our community via civic events, presentations. Our calendar helps family members and friends catch up with us and gives others in the Topeka Metro area an opportunity to participate even if they do not belong to LULAC Senior Center!

<table>
<thead>
<tr>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
<th>Saturday</th>
</tr>
</thead>
<tbody>
<tr>
<td>Did you know? We are a congregate Meals on Wheels Dining Site</td>
<td>1 Dia de los Muertos Celebration and Remembrance 11am</td>
<td>2 Tai Chi 11am Open to Public</td>
<td>3 Happy Birthday Celebration! Chino, Pam, Lorriane</td>
<td></td>
<td>4 Prairie Band Casino Trip! Bus leaves 9am returns 3pm</td>
<td></td>
</tr>
<tr>
<td>Visit our Little LULAC Library in the front of our building, or donate books for others.</td>
<td>7 Walmart Basic Needs Shopping 1pm</td>
<td>8 Golden Corral Dining Out 11:30am</td>
<td>9 Tai Chi 11am Open to Public</td>
<td>10 Road Trip! Lecompton, Kansas Museum 10:30am</td>
<td></td>
<td>11 Veteran's Day Agency is CLOSED</td>
</tr>
<tr>
<td>Christmas wreaths arrive this week!</td>
<td>14 Jim Mosher and his beautiful Harp Music! 1pm - Here</td>
<td>15 McDonald's Breakfast 10am</td>
<td>16 Tai Chi 11am Open to Public</td>
<td>17 Shopping in NOTO- 10:30am</td>
<td></td>
<td>18 BINGO! 12:30pm Harvester's Food Pantry 1pm</td>
</tr>
<tr>
<td>Harvester's Senior Food Pantry the 3rd Friday every month. No income eligibility.</td>
<td>21 Walmart Basic Needs Shopping 1pm</td>
<td>22 Popcorn and Movie Day! 10:30am</td>
<td>23 Tai Chi 11am Senior Center Thanksgiving Lunch 12pm</td>
<td>24 Happy Thanksgiving! Building Closed</td>
<td></td>
<td>25 Thanksgiving Holiday- Closed</td>
</tr>
<tr>
<td>Want to join us? Call our office and find out how you can! 785-234-5809</td>
<td>28 Christmas Stocking Craft Project 10:30am</td>
<td>29 Festival of Trees 11am Lunch out after event</td>
<td>30 Tai Chi 11am</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
MEET OUR LULAC STAFF
NOVEMBER 2022 • VOLUME 1 • ISSUE 1

MEET OUR LULAC SENIOR DRIVER
ARMANDO (CHINO) SOLIS
If you know LULAC, you know Chino our transportation driver at
the Center with a record of 32 years of service. In 2021, Kansas
RTAP sent out a call for nominations for outstanding transit
drivers in the State of Kansas, and Chino was awarded the first
ever Blue Star Driver Award! Chino has put many miles behind
him, and provides reliable, safe transportation to our senior
citizens throughout the Topeka area. Chino says his favorite
thing about his job is the "reactions I see from the senior citizens
on a daily basis". Chino not only is the transportation driver at
LULAC, but the Gardener, the Maintenance man, and sometimes
the janitor!
LULAC is very lucky to have Chino on staff, and we know our
senior citizen population feel safe with his assistance in the daily
interactions at the Center.

TPAC IN
DECEMBER!
LULAC SENIOR CITIZENS
HAVE BEEN TAKING
DANCE INSTRUCTION
FROM BARBARA'S
CONSERVATORY OF
DANCE FOR THE LAST 2
YEARS! THEY WILL
PERFORM ONCE AGAIN AT
TPAC IN DECEMBER AS
PART OF THE CHRISTMAS
DANCE PROGRAM. MORE
INFO COMING SOON ON
THE DATE!

"WISDOM"
From the LULAC Senior
Citizens:
"Life is short, eat dessert
first!"
"Spend time with your
elders, not everything can
be found on Google"

A MESSAGE FROM THE DIRECTOR-KATHY
With the holiday season fast approaching, I wanted to take a
moment to recognize all of the support we have received in this past
year. We have been fortunate here at LULAC to be the recipient of
many partnerships/supporters throughout the year that have helped
us to continue our mission serving the elderly in the Topeka area.
Thank you for your donations of coffee and snacks, talents you have
shared, and financial support. We couldn't have done it with you!
THANKSGIVING TRIVIA

In 1953, Swanson overestimated the number of frozen turkeys that it would sell on Thanksgiving by 26 tons. ...

The busiest time to hit the road for Thanksgiving travel is the Wednesday before Thanksgiving Day. ...

Black Friday is the busiest day for Roto-Rooter, a major plumbing service.

Happy Thanksgiving! Our office will be closed.

Winter

All the words are hidden vertically, horizontally or diagonally—in both directions. The letters that remain unused form a sentence from left to right.

H G I E L S E S R O H A Y C C
H S C A R F Z H A T S O L R D
T A G L O V E S I N N G L T O
E M I S T L E T O E D I C E
E T F F E R R W E Y N T H S T
T S O R F U F D D R A I C N E
G I C I C L E S A E S O N O S
N R T H T E A H T U T E R I C
I H T L I O C I S N R Z I T C
R C A E O I S V O A O E M A E
E S L L T I N E R J N E G T D
T B G C O L D R F O R T E I E
T I C I N E S S E S M F H P C
A F I R E I N S M T I U I I E
H S E L A G M M O E C T E C M
C K R A R C T I C W I N D E B
A I E T A K S N E D W A I R E
N T E R S R A E B L O P R

Antifreeze
Arctic wind
Astronomical
Become frosted
Chattering teeth
Chilly
Christmas
Cold
declere
December
FIRE
FREEZE
Frost
Glove
Hat
Horse sweat
Ice
Ice cube
Iceberg
January
Histletoe
Polar Bears
Precipitation
Salt
Scarf
Season
Shiver
Skate
Ski
Show
Snow
MEET MAXINE!
SENIOR CENTER PARTICIPANT:
Maxine has been coming to LULAC Senior Center for 2 years. At 90 years young, she loves being around the people at the center. She is our "karaoke queen" always ready to sing, and it doesn’t matter which era it is just as long as she can read the karaoke machine words. She enjoys the off-site activities the most, and is our positivity cheerleader offering words of wisdom, and sweet compliments daily. Come meet Maxine at LULAC!

LULAC SENIOR CENTER WISH LIST:
YOU CAN FIND OUR LIST OF "WISHES" ON THE TARGET REGISTRY. IF YOU ARE INTERESTED IN DONATING TO THE CENTER YOUR TALENTS, TIME, OR HAVE A FAMILY MEMBER WHO MIGHT BE INTERESTED, PLEASE CALL THE OFFICE 234-5809

Tammy
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MARY'S YUMMY SHEET PAN OMELET

SERVES 8
12 large eggs
1/2 c heavy cream
1/2 c diced ham
1 c bell pepper
1/2 c red onion
1/2 tsp salt
1/2 tsp pepper
3/4 c shredded cheese

Preheat oven to 350-Spray a sheet pan with nonstick cooking spray.
In large bowl whisk eggs and cream, stir in other ingredients.
Pour in prepared pan, and sprinkle with cheese. Bake 20-30 minutes until top is lightly browned. Serve immediately.
Per serving 180 calories 12g fat, 296 mg cholesterol 15g protein, 4g carbs 2g sugar.

This is a favorite for the Holidays!
YWCA Center for Safety & Empowerment
HOLIDAY STORE WISH LIST

CHILDREN (AGES 0-17)
- non-violent toys
- books (picture and chapter)
- dress up sets
- hats, gloves, scarves, coats
- board games
- building blocks or Legos
- character twin bedding sets
- coloring books, crayons, paints
- blankets

PRE-TEEN & TEEN (AGES 11-17)
- sports equipment
- young adult books
- movies
- jewelry and watches
- arts and crafts supplies
- hats, gloves, scarves, coats
- pajama sets and slippers
- gift cards
- hooded sweatshirts
- teen room decor

WRAPPING SUPPLIES
- wrapping paper
- tissue paper
- gift boxes and bags
- stockings
- gift tags
- batteries
- ribbon

GENERAL NEEDS
- deodorant
- full-size shampoo, conditioner, lotion
- bath sets
- Topeka Transit bus tickets
- adult and children's socks (new)
- adult and children's underwear (new)
- sports bras
- diapers, pull-ups, wipes
- sheets and bedding (twin)
- non-perishable food items
- sweat pants and sweat shirts (new)
- hats, gloves, scarves, coats
- ethnic hair care products
- gift cards

ADULT (AGES 18+)
- gift cards
- planners
- phone cards
- small kitchen appliances
- bath & body items
- throw blankets
- hats, gloves, scarves, coats
- makeup and skin care products for all skin tones
- jewelry and watches
- photo albums and picture frames

Items can be dropped off at 225 SW 12th Street, Topeka, KS 66612
Learn more at www.ywcaneks.org  I  785.354.7927
24-Hour Toll-Free Helpline: 1.888.822.2983
Dear Supporters of YWCA Northeast Kansas,

The holiday season is upon us! Consider giving the gift of empowerment by donating items from our attached wish list for our annual YWCA Center for Safety and Empowerment "Hope for the Holidays" Holiday Store program to support survivors of domestic violence, sexual assault, human trafficking and stalking and their families this holiday season. This program was designed to provide holiday gifts for victims and survivors who are served by YWCA Northeast Kansas’ Center for Safety and Empowerment (CSE), as well as their families and loved ones. This year, we are excited to get back to a more "traditional" format for the Holiday Store to give individuals an opportunity to actually "shop" through the store and pick out gifts!

Gift cards and items can be dropped off to our main location at 225 SW 12th Street Topeka, KS 66612 between the hours of 8:00 AM – 5:30 PM Monday through Friday. The Holiday Store will open at 9:00 AM on Monday, December 12, and will remain open until 5:00 PM on Thursday, December 22. Donations will be accepted throughout the duration of the Holiday Store to ensure the shelves stay full and replenished.

Last year, YWCA was able to serve 220 individuals (119 adults and 101 children) through the generosity of the "Hope for the Holidays" programming. In the powerful words of a survivor, “Sometimes you stay out of fear you won't be able to provide as well for your kids. I felt selfish. I left no matter if the kids got Christmas or not. Their safety was more important. Now, they get one, and I couldn't be more grateful. Thank you all so much.”

We believe that everyone is worthy and deserving of the gifts of empowerment, safety, support, and respect. Thank you for your continued generosity and support of YWCA’s mission to make this season a little brighter for those who are impacted by domestic violence, sexual assault, human trafficking and stalking in our community!

Emily Steimel-Handy | Public Education Coordinator, Center for Safety and Empowerment
Pronouns: She/Her/Hers
T: (785) 364-7927 ext. 316
E: emilys@ywcaneks.org

YWCA of Northeast Kansas
225 SW 12th Street
Topeka, KS 66612
24-hour hotline: 1 (888) 822-2983
www.ywcaneks.org

Rachelle Vega-Retana, Program Coordinator
City of Topeka, Dept. of Planning & Development
Division of Housing Services
620 SE Madison St. 1st Floor – Unit 8
Topeka, Ks. 66607
Phone: (785) 368-4490
Fax: (785) 368-2546
Email: rvetana@topeka.org

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For Immediate Release
Media Contact:
Shelley Robertson
Development Director
785-408-9100 C
Shelley.Robertson@usc.salvationarmy.org

Salvation Army Kicks Off Red Kettle Season

Hope Marches On in 2022 thanks to the support of the Topeka community.

TOPEKA, Kan. (Nov. 14, 2022) – Washburn University- White Concert Hall will be sponsoring The Salvation Army of Topeka Red Kettle KO for 2022. In fitting fashion, there will be performances by the Washburn Marching Ichabods. The show gets started at 6:30p on Friday, Nov. 18th at White Concert Hall, 1700 SW Jewell Ave.

The performances will highlight the campaign’s theme of “Hope Marches On” for the start of the 2022 Christmas fundraising season which features 22 Red Kettle sites at 22 retailers and restaurants across Topeka. The kettles will be out starting Nov. 19 through Dec. 24, 2021.

“Our goal this year is to show people the myriad of ways they can get involved to make a positive impact here in the Topeka community,” said Captain Cristian Lopez-Azompa, commander of The Salvation Army Topeka corps. “From donating in a kettle to donating your time by ringing at a kettle, there’s a lot of ways the public can support our community this holiday season.”

The Salvation Army’s iconic Red Kettle campaign has increased options for people to donate via smartphone in 2022. This year, for the first time, donors can utilize PayPal and Venmo along with Apple Pay and Google Pay to make their donations. For online shoppers, the Topeka Virtual Kettle is available 24 hours a day at: DonateTopeka.com.

Anyone looking to ring at Red Kettle can sign up at RegistertoRing.com. For all other volunteer opportunities at the Topeka Salvation Army location, please call 785-233-9648.

# # #

About The Salvation Army
The Salvation Army annually helps nearly 23 million Americans overcome poverty, addiction and economic hardships through a range of social services. By providing food for the hungry, emergency relief for disaster survivors, rehabilitation for those suffering from drug and alcohol abuse, and clothing and shelter for people in need, The Salvation Army is doing the most good at 7,500 centers of operation around the country. In the first-ever listing of “America’s Favorite Charities” by The Chronicle of Philanthropy, The Salvation Army ranked as the country’s largest privately funded, direct-service nonprofit. For more information about the Kansas and Western Missouri Division, visit SalvationArmyMoKan.org. Follow us on Twitter: @SalArmyMoKan and #DoingTheMostGood.
TOPEKA, KANSAS (November 14, 2022) -- Topeka Metro will be closed on Thursday, November 24, 2022 in observance of the Thanksgiving holiday.
On Friday, November 25th, Topeka Metro administrative offices will be closed and buses will operate on Limited Holiday Service.

The fixed route offers hourly service generally beginning at the usual weekday times. Lift service standing orders do not apply and are cancelled on these days.
If you need a ride on these days, you must call in advance to reserve one. Lift riders must call in advance to reserve a ride, if needed. Call Topeka Metro Customer Service at 785-783-7000.

Please click on this link to access the beginning & ending times for fixed route buses for November 25, 2022.

Contact: Keri Renner
Director of Marketing & Communications
Topeka Metro
201 N. Kansas Avenue
Topeka, Kansas 66603
(785) 730-8616
krenner@topekametro.org

TOPEKA METRO

Rachelle Vega-Retana, Program Coordinator
City of Topeka, Dept. of Planning & Development
Division of Housing Services
620 SE Madison St. 1st Floor – Unit 8
Topeka, Ks. 66607
Phone: (785) 368-4490
Fax: (785) 368-2546
Email: rvretana@topeka.org

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Position Description

Job Title: Early Intervention Specialist

Reporting Supervisor: Executive Director

Position Status: Permanent, Full Time, Non-Exempt

Function: The function of this position is to provide HIV/AIDS, syphilis, chlamydia, gonorrhea, and Hepatitis C prevention education and testing in the communities served by Positive Connections. This position will conduct targeted outreach activities (traditional/face-to-face in the community, and internet-based/virtual) to individuals, groups, and communities most heavily impacted by HIV. This person will meet one-on-one with individuals who need and request information and will provide regularly scheduled in-office testing, outreach activities, and presentations upon request to community agencies, organizations, and institutions. In addition, this position requires collaboration with existing testing agencies and the identification of new testing opportunities to locate individuals with HIV, who are unaware of their status. This position will work closely with KDHE’s Disease Intervention Specialists and Linkage to Care Coordinators. This position will also be in charge of the mobile testing unit. Individual will be required to have a driver background check and must meet requirements to drive and maintain the mobile testing unit.

Duties:

- Complete and maintain all training and certifications required by the Kansas Department of Health and Environment, including venipuncture training
- Drive the mobile testing unit to outreach events and conduct testing
- Maintain service records for the mobile testing unit such as oil changes, new tires and general upkeep
- Process and mail out condom orders that are placed through the PC website
- Provide HIV testing (both rapid and through blood draws), health and education information, and HIV risk reduction interventions to individuals at high risk of HIV infection
- Provide information and/or make appropriate referrals to individuals who contact Positive Connections with questions and/or concerns
- Conduct HIV, syphilis, chlamydia, gonorrhea, and Hepatitis C testing and behavior change counseling both in the office and in outreach settings
- Ensure blood is spun and refrigerated within two hours of blood draw and deliver blood to the KHEL two times per week after outreach events may be needed more often.
- Ensure urine is processed within two hours of specimen collection, refrigerated, delivered to KHEL two times per week.
- Conduct outreach activities on a regularly scheduled basis for the purpose of establishing relationships, and providing prevention education information and materials with other community organizations
- Conduct controls and complete the appropriate paperwork as required
- Conduct pre-release education and ongoing education groups at the Women’s Correctional Facility, Mirrors, Shawnee County Jail, and any other facilities as requested. In the course of these educational presentations, provide testing as requested
- Complete and oversee the completion of all paperwork or web-based reporting as required by KDHE and by Positive Connections
- Ensure that testing room temperatures are maintained, and test logs completed and submitted as required by KDHE lab
- Communicate supply needs to the Prevention Specialist in a timely manner so they can order supplies and maintain an inventory of prevention supplies
• Set up and maintain profiles on designated dating applications to encourage HIV and STI testing, and to educate others
• Deliver HIV, syphilis, chlamydia, gonorrhea, and Hepatitis C test results and make referrals as appropriate (DIS, LTC, STI treatment and Hep C treatment)
• Participate in quarterly prevention calls as scheduled by KDHE
• Complete daily time and effort report
• Train other agency staff in testing, paperwork and procedures as needed
• Provide “back-up” to other staff when they are absent or unavailable to perform their duties, including answering phones and greeting incoming visitors
• Other duties as assigned

**Job Requirements:** A Bachelor’s Degree in human services or social science is preferred. A combination of education and experience may be substituted for educational requirements. The person must possess the ability to work with others in an empathetic and purposeful manner, while maintaining appropriate personal boundaries, and be willing to work hours outside of regular business hours. A knowledge of, and sensitivity to, diversity is required. The person in this position must be a good communicator, must have their own transportation and be able to travel to other locations as required to perform the job duties. This person must be a self-starter and able to work with a minimum of supervision, while still maintaining a high level of communication with the Assistant Director and the Executive Director and other team members to ensure smooth operation of the program.

**Other Information:** This position at times will require working outside "normal business hours" necessitating a “flex schedule” that will maintain the 40-hour per week work schedule. Any adjustment in schedule will need to be approved in advance by the Executive Director.

Please contact Kathleen at 785-232-3100 or by email KathleenL@pcneks.org

Resumes will be accepted until November 30 by 5pm.
Jayhawk Area Agency on Aging is hiring for an Administrative Case Manager. This is a great opportunity for someone interested in the social-service field.

This position provides assistance with KanCare applications for individuals qualifying functionally for HCBS FE, PD, BI (Home and Community Based Services, Frail Elderly, Physically Disabled, Brain Injury) waivers and PACE (Program of All Inclusive Care for the Elderly) programs as determined by ADRC functional assessment. Serves as liaison between KanCare Clearinghouse, KDHE, and the individual applying for HCBS or PACE program. Provides information and referral services as necessary determined by customer need.

High school diploma or equivalent, one year experience working with older adults and individuals with disabilities. Medicaid knowledge is preferred.

Job Type: Full-time

Salary: $15.00 per hour

Benefits:

- Dental insurance
- Health insurance
- Paid time off
- Parental leave
- Retirement plan
- Vision insurance

Schedule:

- Monday to Friday

Education:

- High school or equivalent (Required)

Work Location: 2910 SW Topeka Blvd.

Please email a resume and cover letter to amaddox@jhawkaaa.org

April Maddox
Case Manager Program Manager
Jayhawk Area Agency on Aging
amaddox@jhawkaaa.org
2910 SW Topeka Blvd
Topeka KS 66611
(ph) 785-235-1367
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Rachelle Vega-Retana, Program Coordinator
City of Topeka, Dept. of Planning & Development
Division of Housing Services
620 SE Madison St. 1st Floor – Unit 8
Topeka, Ks. 66607
Phone: (785) 368-4490
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Email: rvretana@topeka.org

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THE SALVATION ARMY
OF TOPEKA

Christmas Application 2022
November 7th to November 23rd
9 am to 4 pm

Please bring an ID and proof of address
For more information:
(785) 233-9648
Aplicaciones para Navidad 2022

Noviembre, 7 al 23 de 2022
De las 9 AM a 4 PM

Por favor trae tu identificación y prueba de domicilio

Para más información:
(785) 233-9648