PREVENTION SPECIALIST

DEPARTMENT: Community Engagement  # OF HOURS: Full-Time, 40 hrs
REPORTS TO: Senior Program Manager  PAY RATE: $19 - $20 per hour
CLASSIFICATION: Non-Exempt

POSITION PROFILE:
The Prevention Specialist will work closely with SAY’s Alcohol and Other Drug (AOD) Prevention Senior Manager and all other partners in the North Central Region. The Prevention Specialist is responsible for the development and ongoing support prevention efforts of the North City Prevention Coalition (NCPC) and participation in countywide workgroup system. The Prevention Specialist will work for social change in a systematic, deliberate and democratic way by taking responsibility for the institutions that affect their lives. This position is funded by the San Diego County Alcohol and Drug Services.

ESSENTIAL JOB FUNCTIONS AND RESPONSIBILITIES:
• Assist the community in understanding and interpreting alcohol and other drug trends, to include but not limited to connections to neighborhood crime
• Provide outreach, AOD prevention and education to community groups, collaboratives, and schools in North Central Region
• Work collaboratively to identify trends in substance abuse, how trends are connected to other public and mental health issues
• Establish and maintain positive collaborative relationships with participating agencies and other community groups to support the countywide workgroup system for these initiatives: Binge and Underage Drinking Initiative, Marijuana Prevention Initiative, Meth Strick Force, and Prescription Drug Task Force
• Participate in the development and implementation of city, county and state legislative efforts related to AOD policies

QUALIFICATIONS (Education, Experience and Certifications):
• Bachelor’s Degree in Public Administration, Psychology, Public Health, Education, Social Work, Business or related field
• Minimum 2 years of relevant leadership experience in providing prevention services in a community setting
• Experience working with City Government and at-risk youth

KNOWLEDGE, SKILLS AND ABILITIES:
• Knowledge of alcohol and other drug issues, environmental prevention and community development
• Respect for diverse cultures and demonstrated effectiveness working within a collaborative environment
• Comfortable and skilled in public speaking and giving presentations
• Have access to reliable transportation and willing to use it for job related tasks
PREVENTION SPECIALIST

WORKING CONDITIONS:
ENVIRONMENT: Office and occasional off-site functions. Typically an office environment with adequate lighting and ventilation and a normal range of temperature and noise level.

PHYSICAL REQUIREMENTS: While performing the duties of this job, the employee is regularly required to sit, use hands and arms to perform repetitive motions. Specific vision abilities required by this job include close vision, distance vision, color vision, and ability to adjust focus. Moderate dexterity application of basic skills (calculator, keyboard, hand eye coordination, etc.).

MENTAL: Must be able to relate well to all people of the community regardless of color, national origin, religion, sex, pregnancy, age, marital status, veteran status, sexual orientation, disability or socio-economic level. Must be emotionally mature, stable, tactful and be able to provide professional leadership.

*The Job Description is intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.*