



Employment Opportunity
Municipal Prevention Coalition Coordinator

Reports To: Prevention Director, CPSS

Seeking full time Prevention Coalition Coordinator. The position is responsible for carrying out the provisions of prevention and education services in the areas of substance misuse and other identified topics in prevention to promote and support positive lifestyle choices.

Duties and responsibilities of the Prevention Coordinator include, but are not limited to the following:

- Continue capacity building by: Identifying a diverse group of stakeholders across six core sectors, behavioral health foci and continuum of care, i.e., business, education, health care, government, and community/family supports;
- Actively manage relationships with individuals, schools, communities, businesses and other organizations from inquiry to engagement
- Identify at least one partner among the six core sectors with the requisite readiness and capacity to implement a pilot, evidence based practice for years 2-5 and assist them in developing a plan to sustain or expand the pilot if the implementation is successful;
- Offering guidance to stakeholders and community members in mobilizing community change
- Promoting programs, services, activities and maintaining good public relations
- Participating in public awareness campaigns and projects relating to health promotion
- Facilitate at least ten (10) meetings a year of the municipal prevention coalition;
- Assess municipal needs and resources
- Develop annual work plans detailing the approach described in the municipal prevention plan.

Must have a Bachelor's Degree in the field of social work or related field. Experience in prevention education and substance abuse prevention preferred. Must be either certified in substance abuse prevention or be willing to work toward certification in the first year of hire. Must possess excellent verbal and written communication skills, public speaking skills, computer skills and willingness to maintain a flexible schedule when needed.

APPLICATION PROCESS: Send cover letter and resume to apply@tricountyri.org or fax to HR at 1-855-372-4016 or mail to: Tri-County Community Action Agency: 1126 Hartford Avenue, Johnston, RI 02919.

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