



Cow Creek Government Office

Prevention Coordinator

Job Code: 2463
Department: Cow Creek Behavioral Health
Location: Roseburg, OR.
Minimum Hourly: \$20.41

POSITION PURPOSE:

Prevention Coordinator serves as a catalyst in the community for partnership development and coalition building. Responsible for activities to achieve the goals of the Cow Creek Band of Umpqua Tribe of Indians. The primary focus is to be a resource and to coordinate, mobilize, and sustain community youth prevention efforts. Implements evidence-based strategies and best practice activities and events as related to the Prevention work plan. This position will have a significant number of duties working, developing, and carrying out prevention activities.

ESSENTIAL FUNCTIONS:

- Develop and implement evidence-based prevention strategies and programs
- Collaborate with community organizations and stakeholders to promote prevention initiatives
- Conduct needs assessments to identify areas of focus and develop action plans
- Provide training and educational resources to individuals, families, and groups
- Coordinate and facilitate prevention workshops and events
- Evaluate the effectiveness of prevention programs and make recommendations for improvement
- Monitor data and trends related to substance abuse, mental health, or other targeted behaviors

QUALIFICATIONS:

- A combination of three years' mental health department work experience or relevant education, and training which indicates the possession of knowledge, skills, and abilities necessary to perform essential job duties, Preferred
- Proven experience in prevention program planning and implementation
- Ability to travel on Workdays and Weekends.
- Knowledge of evidence-based prevention strategies and best practices
- Strong interpersonal and communication skills

- Ability to effectively collaborate with diverse stakeholders
- Excellent organizational and time management skills
- Proficiency in Microsoft Office Suite and data management software.
- Current Oregon Driver's License with the ability to qualify for the CCBUTI Drivers Program.