

## Nevada Job Order Bulletin Board Print Document

Job Order: **594433**

Print Date: **3/18/2022 9:58:25 AM**

Job Title: **Opioid and Substance Misuse and Prevention Coordinator**

Type of Job: **Regular**

Job Time Type: **Full Time (32 Hours or More)**

Job Description:

### **JOB DESCRIPTION:**

**NyE Communities Coalition Community Safety Division is seeking a motivated, self-directed, organized individual who is committed to working with community partners to build systems and relationships to address community issues related to opioid and substance misuse, behavioral health and how to the community addresses the connection between those problems.**

**Activities will include: coordinating and/or conducting community trainings and meetings on substance misuse behavioral health, community safety, and related issues.**

**This person will be responsible for understanding and communicating community needs through attendance at regional behavioral health meetings and community based meetings. Will assist to update and publish monthly lists of resources and services available for the community. Will assist individual situations related to opioid and substance misuse and will identify systems changes necessary to prevent ongoing issues.**

**Coordinator will work closely with assigned Director. Position will be evolving to continue to maintain relevance to community norm and problems. Being a part of NyE Communities Coalition requires following our mission: "To grow healthy organizations, people and environments". NyECC is seeking someone investing in this mission.**

### **KEY SKILLS / EXPERIENCE:**

- **Capable of reading and writing reports, minutes, policies and procedures.**
- **Experience with creating linkages to services, and helping people in a respectful manner.**
- **Strong ability to relate to community members in crisis.**
- **Ability to provide education and information in an engaging manner.**

### **REQUIREMENTS:**

- **High School Diploma - Social work, criminal justice, public health or similar degree preferred**
- **Driver's License / reliable Transportation**
- **Office tools and software competent**

Minimum Age: **18**

Hiring Requirements: **Drug Testing/Screening, Background Checks, Other(specify)**

Education Level: **Specialized Degree (e.g. MD, DDS)**

Requires a Drivers License: **Yes, Operator License**

Pay Comments: **DOE (Depends on Experience)**

Benefits:

Job Application Methods Accepted: **At the Nearest One-Stop**