



## PROGRAM COORDINATOR OF SUBSTANCE ABUSE PREVENTION PROGRAMS

On behalf of the Livingston County Community Alliance (LCCA), Livingston County Catholic Charities (LCCA) is seeking to hire a Drug Free Communities Grant (DFC) Project Coordinator that will coordinate the work of the LCCA and its respective activities as related to the DFC grant. This includes, but is not limited to, assisting in the creation of a youth-led drug prevention coalition, coalition training, coalition communication, data collection, and information dissemination. The Coordinator also serves as a staff member to the Livingston County Community Alliance (LCCA), its' Board of Directors and membership.

Education: Preference for an MSW or related MA in a human/social service area. A BSW/BA will be considered. Preference for at least one-year experience in substance use or community outreach.

Credential: Preference for Certification as a Certified Prevention Specialist (CPS/MCBAP Certification), or must file a Professional Development Plan within 30 days of employment.

Experience: An educational internship may be considered towards the experience. Preference for experience with vulnerable/at-risk populations. This candidate must possess excellent verbal and written communication skills as well as interpersonal skills for working with others, individually and in groups. Knowledge of the Strategic Prevention Framework (SPF) is a plus. Possession of a valid driver's license from the State of Michigan and proof of current no fault auto insurance is required.

Additional: A demonstrated ability to work with a variety of professionals and volunteers in a productive, collaborative, and team-oriented manner. An ability to function well in a multi-task environment. This position requires flexibility in work schedule as needed for service delivery. Competitive salary and benefit package.

LCCC is nationally accredited, provides a flexible work environment and was named a **TOP WORK PLACE** in 2020 by the Detroit Free Press. LCCC has been awarded the top rating of Platinum, by **GUIDESTAR**, for non-profit transparency.

Additional information at: [www.livingstoncc.org](http://www.livingstoncc.org) EOE. Resume and cover letter to: LCCC, 2020 E. Grand River, #104, Howell, MI, 48843 or email: [sarahm@livingstoncc.org](mailto:sarahm@livingstoncc.org)