

**TITLE:** Community Prevention Coordinator  
**HOURS:** Full-Time 40 hours per week.  
**LOCATION:** Georgetown, DE  
**SALARY:** Commensurate with Knowledge and Experience

**General description of goals for the CPC position:** work to empower communities to promote alcohol and drug free life styles, build community structures to support those life styles, and encourage and support coordinated, systemic approaches to the prevention of substance abuse. We will engage a broad array of organizations and communities to work together in Sussex County.

**Responsibilities will include but are not limited to:**

**Assessment**

- Gather regional and local data, both secondary and primary, on substance abuse and its consequences and practices, policies or laws that impact them

**Capacity Building:**

- Establish both formal and informal alliances with organizations which have similar or allied goals, such as the PTA, local law enforcement, health care providers, schools, community centers, and service providers
  1. Build a Teen Prevention Coalition
  2. Adult Prevention Coalition
  3. Conduct youth and community activities promoting prevention
  4. Coordinate and plan Youth Prevention Frontliner activities

**Planning and Implementation**

- Participate in the development of statewide strategic plans for the coalition (selecting goals, objectives, and targets) and coordinate regional plans with the state plan
- Participate in the statewide coordinating council
- Assist local groups in identifying evidence-based practices and/or programs

**Evaluation**

- Participate in reviewing the effectiveness of practices, policies, and activities implemented

**Skills required will include the ability to:**

- Think and plan strategically
- Excellent time management skills
- Must possess excellent writing and oral communication skills
- Work on weekends and evenings as required
- Communicate across ages, skills, and educational gaps

**Education Requirements:**

- Bachelor Degree required with minimum 3 years work experience in the related field.

This position is funded through the Substance Abuse Prevention Treatment Block Grant and the successful candidate will serve in this position for the duration of the funding cycle.

First State Community Action Agency is an Equal Opportunity Employer. Please email all resumes to David Bull, [dbull@firststatecaa.org](mailto:dbull@firststatecaa.org).