



# Muskingum Behavioral Health

<b>Job Title:</b>	Prevention Specialist	<b>Job Category:</b>	Prevention and Recovery Services
<b>Department/Group:</b>	Prevention Services	<b>Job Code/ Req#:</b>	
<b>Location:</b>	Home Office	<b>Travel Required:</b>	Yes (local only)
<b>Level/Salary Range:</b>	Based on Qualifications and Experience	<b>Position Type:</b>	Full-Time
<b>HR Contact:</b>	Kris Headley	<b>Date posted:</b>	

### Applications Accepted By:

**E-MAIL:**

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### Job Description

**SUMMARY:**

Under the supervision of the Chief Prevention and Recovery Support Officer, the Prevention Specialist will perform a variety of duties, including: interacting with students, teachers, parents, schools, and community agencies to prevent substance abuse, violence, academic failure, unplanned pregnancy, disease, and delinquency through education and intervention services. The employee will foster relationships between the districts, community organizations, county office and public agencies to provide opportunities for the youth of Muskingum County.

**ROLE AND RESPONSIBILITIES:**

- Develops and implements, with assigned schools, the prevention, intervention, and educational programming. This may include individual sessions, group sessions, classroom presentations and special programs.
- Keeps communication open with teachers and administrators, on referrals and participate in teacher conferences as requested.
- Encourages parents of referred students to participate; provides parent with needed trainings and is willing to provide information to parents upon request.
- Assists or provides educational, interventional, and awareness prevention programming during the summer months and throughout the school year as assigned.
- Responsible for all program materials.
- Displays a positive attitude.
- Provides the timely, accurate and factual information in a professional and appropriate manner.
- Responsible for providing timely and accurate reports.
- Coordinates with external organizations and individuals in an endeavor to better meet the needs of those served.
- Works under supervision of Chief Prevention and Recovery Support Officer to address new areas of need and provide assistance in developing new partnerships with other organizations and their needs.

**QUALIFICATIONS AND EDUCATION REQUIREMENTS:**

- Requires a minimum of a High School Diploma.



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- Candidate must possess Ohio Certified Prevention Specialist (OCPS), Registered Applicant (RA) certificate, or related certificate, or must be working toward it.

**Preferred Skills:**

- Strong belief in family centered practice and ability to provide services or refer to services that assist/enrich the recoveree and recoverees' family members. Ability to work with diverse populations and cultural backgrounds.
- Ability to focus on and reinforce positive strengths and behaviors.
- Has proven time management skills, and has the ability to work independently.
- Must be able to establish and maintain high quality professional relationships with agency staff and professionals in other fields.

**Additional information:**

- This position answers to the Chief Prevention and Recovery Support Officer

Reviewed By:	Mason Brown, COO	Date:	01/06/2022
Approved By:	Yolanda Taylor, CEO	Date:	01/07/2022
Last Updated By:		Date/Time:	