



Hub City Outreach Center

4 Briercroft Office Park

Lubbock, TX 79412

P: 806-701-1687

F: 806-368-6003

Team@HubCityOutreachCenter.org

Youth Prevention Specialist (YP – Both Programs) – Part Time Job Description

Position Objective:

To support prevention services which promote proactive process to address health and wellness for youth, families, and communities by enhancing protective factors that increase knowledge, skills, and attitudes for making healthy choices. Selective prevention strategies target subgroups known to be at higher risk for substance use and misuse than the general population. Indicated prevention strategies target individuals due to initiative behaviors and/or related risk factors that place the individual at an elevated risk for substance use and misuse. Youth Prevention Selective and Indicated services will address the State's four prevention priorities: underage alcohol use, tobacco and nicotine products, marijuana and other cannabinoids, and prescription drug misuse.

Position Description:

This is a part-time position; 20 flexible hours a week to meet the needs of the community; some weekends. Local travel required, and some paid in-state travel possible. Base hourly rate starts at \$15.75/hr. Pipeline to full-time position. Supervised by the Program Director and Program Coordinator, the Youth Prevention Specialist Intern works in schools and communities to support substance abuse prevention services based on the Center for Substance Abuse Prevention Strategies, which include:

1. Prevention Education
2. Alternative Activities
3. Information Dissemination
4. Problem Identification and Referral
5. Community-Based Process
6. Environmental and Social Policy

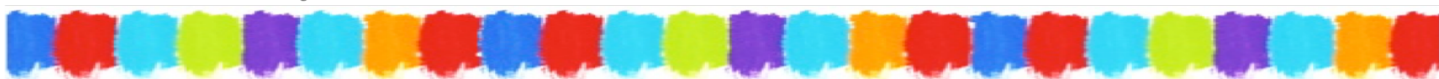
Qualifications / Credentials / Training:

- Minimum of an Associates degree working towards higher education, Bachelor's Degree in Education, Counseling, Social Work, Sociology, Psychology, Health, or related field or some experience in the field required.
- Pre-employment, and annual criminal background check, TB testing and drug screening are required.
- In-House HCOC training is required in the allotted time outlined in the Employee Handbook.
- Evidence-based curriculum training must be obtained prior to independent service delivery.
- Cardio-Pulmonary Resuscitation (CPR) and First Aid Certifications must be obtained within 2 months of employment, and certifications must always remain current. Failure to comply will result in being sent home on leave until they are completed.
- 15-hour Prevention Training must be completed within 6 months of employment, and annually thereafter.
- Minimum of 15 hours of Prevention Continuing Education Units (CEUs) annually that address the six Prevention Domains.
- Minimum of Associate Prevention Specialist (APS) credential must be obtained within 18 months of employment.
- Substance Abuse Prevention Skills Training (SAPST) must be completed within 18 months of employment.

Preferred Experience / Skills / Training:

- Certified Prevention Specialist (CPS) credential and prior substance abuse prevention training are preferred.
- Experience working with youth in school or community setting is preferred. (Substance abuse prevention specialist, social worker, teacher, youth pastor, counselor, etc.)

Empowerment Through Prevention Education





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- Experience in public speaking is preferred, and prior curriculum implementation is a plus.
- Experience in multi-cultural environments is preferred.
- Bilingual in English and Spanish is a plus.

Position Responsibilities:

- Support evidence-based prevention education curriculum to the appropriate aged youth in schools assigned by supervisor.
- Must maintain fidelity of the curriculum design and be responsible for following curriculum guidelines.
- Support 30-minute alcohol, tobacco, and other drugs (ATOD) presentations for youth and adults with an educational goal, that is objective specific to prevent or reduce ATOD use among youth and adults.
- Support age appropriate ATOD prevention alternative activities (minimum 30 minutes in length) that that teach and/or reinforce skills that promote a healthy and substance-free lifestyle that include an education goal and objective to prevent or reduce substance use/abuse.
- Support collection of evaluations and key measures and achieving information dissemination goals.
- Responsible for truthful and accurate documentation of all program activities as required and submit program reports and records according to the HCOC's established deadlines.
- Assist in community outreach, which includes but it not limited to, ATOD awareness campaigns such as Red Ribbon Week, Overdose Awareness Rally, health fairs, business expos, parades, and other community events for the purpose of building community awareness and cooperation and providing anti- use messages.
- Always maintain a safe work/learning environment.
- Attend staffing meetings to inform of curriculum status and problems, reviews measure goals, receives instruction on further program development and problem solving.
- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Physical exertion includes bending and pushing. Must be able upon occasion to move or lift approximately 25 pounds (i.e., inventory boxes, etc.). Good vision and good hearing acuity (with glasses and hearing aids if necessary). While performing the duties of this job, the employee is required to sit, stand and walk for periods of time.
- Must have reliable transportation.
- No lobbying. No exceptions.

Benefits:

- Bank Holidays
- Flex Time
- Possible Work from Home Days
- Bi-weekly Direct Deposit
- Mileage Reimbursement
- Certification Reimbursement

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