



HUGS, Inc., (Human Understanding & Growth Services), a community based non-profit agency providing substance use prevention for communities and positive youth development services in Suffolk County, NY, has a full-time opening for a **Prevention Educator & Communications Coordinator**. We are seeking an individual that shares our vision of empowering young people, parents and communities with the tools to live healthy and successful lives.

Responsibilities:

- Implement evidence-based curriculums in assigned school districts to students
- Implement evidence-based curriculums in assigned school districts to parents
- Develop and maintain positive and regular communication and outreach to school staff and other service providers as needed
- Create communication marketing materials, documents and digital presentations
- Develop and implement media for environmental change strategies
- Assist the Director of Education & Training in the implementation of the Long Island Teen Institute Leadership conferences for middle and high school youth, held multiple times throughout the year
- Assist in the development of workshops and presentations to students and communities including substance abuse prevention, bullying, diversity, coping skills, wellness, etc.
- Prepare documentation of plans and activities to ensure compliance with contracts and grants
- Assist in the design, planning and implementation of agency trainings and conferences
- Prepare and actively participates in meetings, trainings and supervision
- Attend continuing education workshops and seminars to further enhance skills and knowledge of the Strategic Prevention Framework
- Assist in the coordination and execution of all relevant agency events including, yet not limited to; fundraising, program events and community outreach as assigned by supervisor

Qualifications:

Certified Prevention Professional or Certified Prevention Specialist or Bachelor's prepared Qualified Health Professional (QHP)* with two years' related work experience preferred. Must have basic computer literacy and excellent verbal and written skills. Position requires the ability to travel and use of own car.

*QHP includes Credentialed Alcoholism and Substance Abuse Counselor (CASAC), Certified Prevention Professional, Credentialed Problem Gambling Counselor, Certified Teacher, Certified Health Educator, Certified School Counselor, Certified Rehabilitation Counselor, Licensed Master Social Worker, Licensed Clinical Social Worker, Licensed Mental Health Counselor, Licensed Marriage and Family Therapist, Registered Professional Nurse, Licensed Physician, Licensed Creative Arts Therapist and National Board Certified Counselor.

Schedule varies due to program needs.

Job Type: Full-time

Salary: \$55,000

Experience:

- Bachelor's prepared Qualified Health Professional (QHP): 2 years (Preferred)

Education:

- Bachelor's (Preferred)

Licenses or certifications:

- Valid and insurable driver license (Required)