

JOB DESCRIPTION

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| Position Title: | <u>Substance Abuse Prevention (SAP) Counselor</u> |
| Location: | Franklin, NH; SAU 18 |
| Job Status: | Full Time, School Year (190 days) |
| Salary Range: | \$55,000.00 |
| Travel: | In-state, local travel is required |
| Supervision: | This position reports to the Coordinator of School Wellness |

SCOPE OF WORK: Counselor will work with students in grades 7-12 to reduce substance abuse and misuse through prevention, counseling, referral, family and community outreach and education. This position is grant funded through NH DHHS Bureau of Drug and Alcohol Services for the 2017-2018 and 2018-2019 school years.

ACCOUNTABILITIES (Duties and Responsibilities):

- Implement Project SUCCESS (*Schools Using Coordinated Community Efforts to Strengthen Students*) model and other evidence-based substance abuse prevention and treatment practices.
- Prepare and facilitate community and parent forums to educate parents on the risks involved with adolescent substance misuse and parent strategies that can prevent, such as parent monitoring and family communication.
- Screen students to identify those at high risk, and facilitate discussion groups based on risk factors.
- Refer students to appropriate providers in the community as needed.
- Train school staff in warning signs and how to refer students to SAP services.
- Develop and disseminate prevention messages that challenge community and social norms, using existing communication channels, and youth leaders.
- Strengthen and leverage partnerships with after-school programs, mentoring programs, and community-based services to facilitate out-of-school time resiliency opportunities for high risk youth.
- Refer to services for students who may be experiencing problems at home or school relative to their own substance misuse or within their family.
- Complete all records keeping and reporting as required by the grant.

MINIMUM QUALIFICATIONS:

Special Requirements: Certified Prevention Specialist (CPS) or in process; must be certified by second year of employment. LADC preferred.

Education: Bachelor's degree from a recognized college or university with major study in counseling, social work, substance abuse, education, or mental health. Master's Degree preferred.

Experience: Four years' professional experience in counseling, social work, substance abuse, education, mental health or related field

Preference: Project SUCCESS training or experience; PBIS training or experience.

Skills and Knowledge: Demonstrated knowledge of substance abuse or misuse intervention and prevention curriculum development; experience in counseling; ability to work effectively with students, staff, parents, outside agencies, and community groups/partners; preferred knowledge of the Franklin community; Effective organizational, time management, communication, and interpersonal skills; Ability to identify sensitive information and maintain confidentiality.