

Karnes/Wilson Youth Prevention Services

YOUTH PREVENTION SPECIALIST

Purpose of Position: The Prevention Specialist is responsible for the programmatic duties in the youth prevention programs (YPU, YPI and/or YPS) with the Department of State Health Services (HHSC) grant.

Responsibilities:

- Provide program services to youth and the community within the funded five Judicial District Counties (Karnes, Wilson, Atascosa, La Salle and Frio).
- Proficient knowledge in assigned evidence-based curriculum (Positive Action, Curriculum Based Support Group, and/or Strengthening Families)
- Administer assigned curriculum with fidelity to assigned participant demographics
- Conduct Alcohol, Tobacco and Other Drug (ATOD) positive alternative activities to youth and adults
- Create positive alternative activities and presentations that adhere to the HHSC requirements
- Attend and participate in community events, school events, and health/resource fairs to promote prevention programs
- Be familiar with and assist in meeting the quarterly and yearly HHSC performance goals for the assigned prevention program
- Form collaborative partnerships with area schools, service providers, agencies, and community representatives by attending community coalition meetings
- Submit weekly and monthly reports to the Prevention Director
- Attend agency, department, and program staff meetings. Attend the Annual Prevention Providers Meeting Conference
- Provide prevention presentations on the State's four priorities (underage alcohol use, tobacco and nicotine products, marijuana and other cannabinoids, and prescription drug misuse)
- Other duties as assigned

Position Qualifications:

- Have acquired a High School Diploma
- Associate Certified Prevention Specialist Certificate (must be willing to earn within 20 months of employment).
- Position requires the employee to be insurable, have reliable transportation, and have a valid driver's license. Personal vehicles will be used 75% of the time with mileage reimbursement
- Must be adaptable to change
- Must be able to concisely and clearly document
- Bilingual ability (Spanish and English) with the ability to converse fluently in both languages is preferred, but not required

Experience/Skills/Knowledge:

- Strong interpersonal and communication skills and the ability to work effectively with a wide range of populations in a diverse community
- Knowledge of community agencies and resources
- Skill in use of personal computers and related software applications, including Microsoft Office and

