

**Serenity Foundation of Texas**  
**Prevention Specialist**  
***Impact Youth Prevention Program***

Responsible to and works under the supervision of the Regional Director and Director of the *Impact Youth Prevention Program*.

**QUALIFICATIONS:**

1. Professional, Teachable, Adaptable, Self Starter
2. Gifted teacher and ability to implement curriculum to students
3. Excellent and thoughtful communicator with Program Directors, teachers, & students
4. Possess organizational skills
5. Adheres to weekly, monthly and quarterly deadlines
6. Adapt and teach in different classroom settings for students and adults.
7. Develops creative approaches to love/reach children and teenagers
8. Good moral and social character
9. Ability to perform CPR and First Aid.
10. Maintains energy, enthusiasm and respect in the classroom
11. Sensitive to issues of particular importance to high-risk children from substance abusing families and other dysfunctional environments
12. Follows policy promoting cultural awareness and sensitivity in all agency operations
13. Follows the Federal Confidentiality Law (42 CFR-Part 2, Federal Register)
14. Efficient in Access, Excel and Word

**JOB DESCRIPTION AND RESPONSIBILITIES**

The Prevention Specialist position provides prevention services in his/her respective areas. Services include teaching 10 week curriculum (Too Good For Drugs 1-12<sup>th</sup> grade and a 6 week curriculum (Project Towards No Drug Abuse 9th-12th grade-at risk curriculum) certified by the State of Texas to build resiliency with students in schools and community sites..

Prevention Specialist (PS) will manage a classroom at each school site they are scheduled to attend on weekly basis. They will continue to attend the same classes for the whole 6-10 weeks. Each lesson from the curriculum will be taught in consecutive order and PS will construct the lesson from the curriculum. PS will document all lessons taught, attendance of students and pre/post test. This position has a moderate level of paperwork with specific deadlines. PS will have a high degree of communication with school counselors, teachers and prevention staff. This includes managing time, planning ahead and planning.

To be qualified for this position, the PS is required to attend trainings before delivering curriculum to schools. PS is required to obtain an APS (Associate Prevention Specialist certification within 18 months of employment.

1. Intro to Prevention (3 day training in Abilene) Prevention Across the Lifespan, Strategies for Strengthening Families, Child and Adolescent Development, Risk and Protective Factors and cultural Competency.
2. Curriculum Training (1 day training) in either Too Good for Drugs or Project Towards No Drug Abuse (2 day training) or Positive Action (1 day training)
3. In House Training: Learning policies and procedures, how to fill out paperwork and familiarization of curriculum.
4. Substance Abuse Prevention Skills Training (SAPST)
5. Ethics

Other responsibilities include following the Federal Confidentiality Law (42 CFR-Part 2, Federal Register), participating and implementing the 6 CSAP prevention strategies: Prevention Education, Alternative Activities, Information Dissemination, Problem Identification and

Referral, Community-Based Process, and Environmental and Social Policy. PS will also implement alternative activities, tobacco and alcohol and other drug presentations for classroom and community settings, and attend information fairs. PS will also attend monthly coalition meetings.

**EDUCATION AND TRAINING:**

1. College Degree

**CULTURAL/ETHNIC SENSITIVITY:**

Serenity House follows a policy promoting cultural awareness and sensitivity in all agency operations, including competency in the ethnic and cultural characteristics of the populations served. All counseling staff must obtain at a minimum three hours of classes in cultural awareness and sensitivity every two years. More importantly, all staff and volunteers must exhibit a corporate culture which celebrates cultural/ethnic differences and needs. Employee/volunteer training at the agency, given by the personnel department, covers the requirements for culturally sensitive conduct. Performance standards for all positions grade staff on their ability to evidence respect for others in the work place. Client guidelines also reflect the agency's cultural awareness policy and non-compliance is grounds for dismissal.

Rev. May 2013