



Location: 178 Oakwood Drive, Glastonbury, CT  
Position Title: Program Coordinator, Behavioral Health  
Position Type: Full time, 37.5 hours  
Salary: \$45,000 - \$55,000  
Education: 4-year degree (preferred, not required)

***We work hard to make sure the best prevention, treatment, and recovery supports are available to everyone.***

We are seeking a **Program Coordinator** to support State Opioid Response (SOR) activities including the Recovery Friendly Workplaces Initiative.

**Job Description:**

- Lead and coordinate efforts to help businesses obtain Recovery Friendly Workplace designation.
- Support outreach and education to businesses and regional partners including suicide prevention gatekeeper, naloxone (Narcan) training and kit distribution, and SOR grants.
- Coordinate planning efforts that focus on suicide prevention, substance misuse, problem gambling, and mental health promotion.
- Lead community meetings, outreach and advocacy activities, presentations; ensure lived experiences inform efforts.
- Help to build community-level capacity and readiness to address regional priority needs.
- Promote best practices and utilize the Strategic Prevention Framework (SPF).
- Complete reports on program activities.
- Serve as a resource to other staff, community partners, volunteers, and workplace leaders.
- Organize and support agency initiatives as a member of the team.
- Perform other duties and responsibilities as assigned by the Amplify Executive Director.

**Required Qualifications and Skills:**

- Bachelor's degree preferred in health-related discipline, business/public administration, or related experience.
- Minimum 2 years' experience in a business or nonprofit setting.
- Knowledge/experience of behavioral health field (substance use, mental health)
- Strong project coordination, presentation, and meeting facilitation skills.
- Self-starter, ability to work independently and manage priorities.
- Proven ability to engage and collaborate with communities.

***We understand what it takes to do this work well and be well. We offer competitive benefits including:***

- Paid time off includes: 14 holidays, plus vacation and sick time
- Health and dental insurance plus medical flexible spending
- 100% Employer-sponsored health reimbursement account (HRA)
- Dependent care reimbursement
- Employee Assistance Program (EAP)
- STD/Disability coverage
- Retirement plan options

**To apply:** Email resume and cover letter to [careers@amplifyct.org](mailto:careers@amplifyct.org) with "Program Coordinator, BH" in the title.

**To learn more:** Visit [www.amplifyct.org](http://www.amplifyct.org).