



Location: 178 Oakwood Drive, Glastonbury, CT
Position Title: **Program Coordinator** (Prevention Specialist)
Position Type: Full time, 37.5 hours
Salary: \$45,000 - \$55,000
Education: 4-year degree

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 functions of the Regional Behavioral Health Action Organization (RBHAO) and related programs including those that focus on opioid response, suicide prevention, substance misuse, problem gambling, and mental health promotion.

Responsibilities:

- Support successful completion of contracted deliverables.
- Support local coalitions and mini-grant recipients operating within the municipalities.
- Promote interdisciplinary collaboration with other coalitions that focus on opioid response, suicide prevention, substance misuse, and mental health promotion.
- Identify and develop resources for local towns and communities.
- Develop and conduct community education presentations, training, outreach, and awareness events.
- Ensure lived experiences inform efforts.
- Promote best practices and utilize the Strategic Prevention Framework (SPF).
- Complete reports on program activities.
- Organize and support agency initiatives as a member of the team.
- Perform other duties and responsibilities as assigned by the Amplify Executive Director.
- Regular and consistent attendance is an essential function of this position.

Qualifications and Skills:

- Certified Prevention Specialist (CPS) or willing to obtain certification.
- Bachelor's degree in health-related discipline, business/public administration, or related experience.
- Minimum 1 year in a business/nonprofit setting, or related experience.
- Knowledge/experience in behavioral health field a plus (substance use, mental health)
- Self-starter, ability to work independently and manage priorities.
- Computer skills (Microsoft Office)

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

- Paid time off includes: fourteen holidays, plus vacation and sick time.
- Health and dental insurance
- 100% Employer-sponsored 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 with "Program Coordinator" in the title.

To learn more: Visit www.amplifyct.org.

Amplify, Inc. is an equal opportunity employer and considers all qualified applicants equally without regard to race, religion, sex, sexual orientation, veteran status, national origin, or disability status.