


POSITION ANNOUNCEMENT

	Division: Substance Abuse		Category: B
	Subject: Substance Use Prevention Educator		Union
	Effective Date: 06/04/24 – 06/18/24	Position: Full-Time \$20.17/hour	

General Description:

The Substance Use Prevention Educator shall assist in planning, coordinating and the implementation of substance use prevention education services throughout Sanilac County.

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Office Hours: 8:00 am – 4:00 pm. with a mandatory ½ hour for lunch. This position will be expected to work outside normal office hours when scheduled events/services occur outside of office hours. Some nights and weekends may be required.

- Conducts prevention education presentations in and around the community
- Conducts SYNAR, Tobacco and Alcohol Vender Education
- Networks with various agencies as a resource
- Provides services to individuals (adults/adolescents), families and groups
- Assists in planning and design on new prevention services and efforts in the community as assigned
- Data analysis of services
- Completes required paperwork, collects, and analyzes data, maintains files and filing system
- Attend and participates in variety of meetings, seminars, workshops, etc.
- Keeps current on latest practices, techniques, and methods
- Performs program specific job responsibilities as outlined in Division Policy and Procedure Manuals
- Complies with MIOSHA, OSHA, HIPPA (as applicable) and other regulations pertaining to the agency
- Performs other duties as assigned

Experience/Requirements:

Bachelor's Degree in Public Health, Education, Counseling, Social Work, Psychology, or related field plus two to four years relevant work experience; or any equivalent combination of education, training, and experience, which provides necessary knowledge skills and abilities.

Special Requirements

- Have, or must successfully obtain the Prevention Specialist Certification with the Michigan Certification Board for Addiction Professionals (MCBAP) within two years of hire
- Valid Michigan Driver's License is required

Applications

Please send letters of application and resumes to Bryant Wilke, Health Officer, Sanilac County Health Department, 171 Dawson Street, Suite 123, Sandusky, MI 48471,

Sanilac County Health Department is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.