



**GENESEE/ORLEANS COUNCIL ON ALCOHOLISM AND SUBSTANCE ABUSE, INC.**

**JOB VACANCY**

**COMMUNITY DEVELOPMENT SPECIALIST FOR WNY PREVENTION RESOURCE CENTER (WNY PRC)**

**REPORTING RELATIONSHIP:** Directly responsible to the WNY PRC Project Director.

**SUMMARY OF DUTIES:** Provide training, technical assistance, coaching and consulting in accordance with the *Strategic Prevention Framework (SPF)* as endorsed by the New York State Office of Addiction Services and Supports (OASAS) to prevention providers and community substance misuse prevention coalitions in the Western Region geographic area. Identify potential for and development of new coalitions in all counties included in assigned geographic area. Assist identified geographic areas in community collaboration and partnership building. Complete required monthly, quarterly and yearly reporting and continually monitor effectiveness of PRC efforts and client satisfaction through evaluations. Attend and participate in all PRC team meetings, training and events. Access and maintain knowledge of current information in the field of coalition building and prevention science/environmental strategies while recognizing and responding to trends in the field. Promote a positive workplace environment. Attend Community Anti-Drug Coalitions of America (CADCA) and OASAS-sponsored skill-building trainings and seminars, as determined by the PRC Director. Other duties as assigned by the Western Region PRC Director.

**QUALIFICATIONS:** Bachelor's Degree (in Social Sciences, Human Services or related field) is required. Excellent skills in community organizing, coalition development, communication, event planning, and presentation as well as proficient computer skills are required. A self-starter, able to work on a team and recognize the value of teamwork. Knowledge of (or willingness to learn) the *Strategic Prevention Framework* and primary prevention/environmental strategies. Current and valid NYS driver's license and reliable transportation. Flexible schedule for overnight, evening and early morning travel with advance notice. Must be addiction free, including tobacco. Pre-employment background/post offer drug screening required. EOE

**LOCATION:** 430 East Main Street, Batavia, NY 14020

**FOR MORE INFORMATION OR TO APPLY:**

Apply online with a cover letter and resume to:

GCASA, Attn: Human Resources

430 East Main Street

Batavia, NY 14020

Phone: 585-815-1801

Email: [kcorcoran@gcasa.org](mailto:kcorcoran@gcasa.org)

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Genesee/Orleans Council on Alcoholism and Substance Abuse does not discriminate on the basis of race, creed, color, national origin, sexual orientation, age, disability, or marital status as decreed by Law, and is in compliance with Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.