



Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT

JOB TITLE: Youth Prevention Program Specialist (YPPS)

OPEN: February 21, 2020

EXEMPT: No

SALARY: \$25.09 per hour

SHIFT: Day

LOCATION: LYSS

DURATION: Regular Full Time

****Grant Ends 9/29/2024****

CLOSES: February 28, 2020

JOB CODE:

DIVISION: LYSS

DEPARTMENT: LYSS

SUPERVISOR: LYSS Director

VACANCIES: 1

JOB SUMMARY: The Youth Prevention Program Specialist (YPPS) is responsible for implementing community substance abuse prevention programs, services, activities and events. The YPPS works with LYSS Director and partners to plan implement and evaluate the Lummi Youth Healthy Lifestyles Strategic Plan. The YPPS works to disperse community wide substance prevention information, education including coordination or alignment of LIBC intradepartmental and program management services promoting Healthy Youth Lifestyles free from addiction and drug or tobacco use. The primary responsibility of this position is to provide substance abuse prevention service coordination for the LYSS Department with the Strategic Prevention Framework (SPF) project partners

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES includes the following and other related duties as assigned by supervisor.

1. Work with LYSS, Lummi CARE, Behavioral Health and Lummi Family Service Department to provide planning of community-based substance abuse prevention efforts.
2. Stay abreast of current methods, metrics, tools and techniques related to the Community based Youth Prevention strategies, programs, services to maintain best practice.
3. Work collaboratively with LYSS Director and SFP Project Partners in planning, developing, organizing, facilitating and providing program based services including alcohol, Opioid, and tobacco prevention, education and outreach services.
4. Customize helping approaches to fit the client and family uniqueness, personality, culture, and interests.
5. Conducts surveys and/or interviews with youth and their families to assess and review their knowledge of substance prevention while offering referral support to providers of care for health, chemical dependency, mental health or social welfare needs.
6. Provide individualized service and support plans for each targeted individual and/or family.
7. Participating in multidisciplinary teams and manager meetings for substance abuse prevention service needs or gaps in services. E.g. – community wide culture based messaging and/or social/marketing of drug/tobacco free lifestyles.
8. Maintaining accurate records and preparing reports for project grant reporting and compliance.

9. Provide drug prevention information in public settings, staff meetings or to specific youth/family groups.
10. Assist LYSS Program Managers and staff with planning and implementing “Strengthening Families”, “Teen Nights” “Fatherhood Engagement” programs and the Lummi Youth Leadership Council.
11. Assist with planning and implementing “Lummi Youth Healthy Lifestyles” curriculum.
12. Supervises the Certified Peer Counselors (CPC) for the duration of the grant project.
13. Carry out program goals per grant requirements and as outlined by the LYSS Director.

MINIMUM QUALIFICATIONS:

- Bachelor’s Degree in Social Work, Psychology, Human Services, Sociology or related field; with two (2) years experience working with youth.
- A minimum of one (1) year’s work experience in a supervisor or manager role(s), *preferred*.
- Certified as a Certified Peer Counselor; or become certified within 90 days of hire.
- Must possess a valid Washington State Driver’s License and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Basic computer skills and reports writing skills and be able to learn on the job and willing to participate in relevant job training opportunities as identified.
- Assessment, consultation and intervention experience required
- Must be able to communicate clearly, effectively and courteously Department Staff and supervisor.
- Must be able to work independently with little supervision.
- Knowledge of local resources available to Lummi youth and families.
- Strong decision making and practical skills.
- Must adhere to Federal Privacy Act and comply with Federal HIPAA regulations
- Requires communication skills and professional ethics
- Requires knowledge and sensitivity of Native American Indian Culture and any Chemical Dependency/Behavioral Health problems associated with the population.
- Requires Knowledge ability to relate to a variety of ages, cultural and socioeconomically backgrounds, and the Native American Indian population.
- Requires knowledge of available crisis referral agencies.
- Requires knowledge about community resources and entitlement programs.
- Requires knowledge of available resources regarding substance abuse and mental health issues.

REQUIREMENTS:

- Must be flexible and able to work nights and weekends
- Must be and maintain substance (alcohol & drug) free, will be subject to drug testing and maintain self-care that prevents staff burnout
- Must have CPR, Mandatory Reporter and First Aid certification within 30 days of hire
- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol Free Workplace Policy.
- This position requires regular contact with or Control over Indian Children and is therefore subject to an extensive Criminal Background Check and FAMLINK Check.
- Position is grant funded that will end on **September 29, 2024**. If additional funding is received this position will need to be reviewed for grading purposes

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobsNow.php> or request by e-mail libchr@lummi-nsn.gov For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.