

JOB OPENING ANNOUNCEMENT

Job Title: Youth Prevention Coordinator **Report To:** ASA Program Manager
Department: ASA Program **Job Vacancy:** YAN-26-73
Status: Full-Time; Exempt **Starting Wage:** \$17.00 Per Hour
Opening Date: 06-15-26 **Closing Date:** Until Filled

POSITION DESCRIPTION:

To provide services that promote a proactive process to address health and wellness for individuals, families, and communities by enhancing protective factors that increase knowledge, skills, and attitudes for making healthy choices. Selective prevention strategies target subgroups known to be at higher risk for substance use and misuse than the general population.

QUALIFICATIONS:

- Associate Degree or Bachelor's Degree preferred, not required. (Counseling, social work, sociology, psychology, health, or related field)
- MRT/Relapse Prevention Certified or willing to complete within (6) months of hire.
- Peer Support Certified or be willing to complete within (6) months of hire.
- CPR/First Aide Certified
- Completion of training in Evidence Base Prevention Programs, best practice for prevention once employed.
- Experience working with youth in school or community setting is preferred. (Substance abuse prevention specialist, social worker, teacher, youth pastor, counselor etc.)
- Experience in public speaking is preferred, and prior curriculum implementation is a plus.
- Must have a valid Arizona Driver's License and be insurable with the Nation's auto insurance policy and sustain insurability throughout the duration of employment.

DUTIES AND RESPONSIBILITIES:

- To provide prevention services to the Yavapai-Apache Nation Community Youth and family members.
- Provide evidence-based prevention education curriculum to the appropriate aged youth within the boundaries of the Yavapai -Apache Nation both in individual sessions and group settings.
- Must conduct a minimum of 30-minute alcohol, tobacco, and other drugs presentation to youth and adults with an educational goal, that is objective specific to prevent or reduce substance use among youth and adults.
- Must facilitate age-appropriate substance use prevention alternative activities (minimum 30 min in length) that will teach and /or reinforce skills that promote a

- healthy and substance -free lifestyle that include an education goal and objective to prevent or reduce substance use.
- Coordinate with Yavapai-Apache Nation Departments to provide prevention and cultural activities for youth and families.
 - Ability to complete reports to fulfill grant requirements.
 - Transport youth and families to prevention activities.
 - Network with other prevention and social service agencies within the region to include prevention, intervention, treatment, mental health, etc. in order to identify needs, and make referrals as necessary.
 - Assist in community outreach, which includes but is not limited to alcohol, tobacco and other drug awareness campaigns such as Red Ribbon Week, Overdose Awareness Campaigns, health fairs, business expos, parades and other community events for the purpose of building community awareness and cooperation and providing anti-use messages.
 - Must attend training, seminars, workshops, and classes to achieve required credentials and continuing education to remain abreast of therapeutic trends.
 - Attend weekly staffing to inform of curriculum status and problems, review and measure goals, receive instruction on further program development and problem solve.
 - Other duties as assigned.

Physical Requirements

The employee must occasionally lift and/or move up to ten (10) pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus. The noise level in the environment is typical of an office setting. While performing the duties of this job the employee is required to sit; talk or hear; stand; walk; use hands to finger, handle or operate objects, tools or controls; and reach with hands and arms.

How to apply: Please submit your resume and application to:

Yavapai-Apache Nation / Human Resources

2400 W. Datsi / Camp Verde, AZ 86322

P: 928-567-1062 / Fax: 928-567-1064

www.yavapai-apache.org

INDIAN PREFERENCE:

Preference will be given to qualified applicants who are members of federally recognized Indian tribes. To be considered for Indian Preference, you must submit your Certificate of Indian Blood (CIB) with your application.

**WILL BE REQUIRED TO PASS A PRE-EMPLOYMENT DRUG SCREEN AND
COMPLETE A BACKGROUND CHECK WHICH WILL INCLUDE
FINGERPRINTING**