

ELK GROVE UNIFIED SCHOOL DISTRICT

CLASS TITLE: PROJECT IMPLEMENTOR-SUBSTANCE ABUSE PREVENTION EDUCATION

BASIC FUNCTION:

Under the direction of an assigned supervisor, organize and implement the District's comprehensive substance abuse prevention program in one high school attendance region in the District.

ESSENTIAL FUNCTIONS:

Assist school sites in assigned region in implementing comprehensive K-12 substance abuse prevention curriculum.

Provide technical assistance to District schools' student assistance programs, conflict management programs, peer helping programs and child action teams/caring about teens groups.

Represent the assigned schools and the substance abuse prevention program at regional team meetings.

Provide technical assistance and facilitates support groups at school sites for students recovering from substance abuse in themselves or their families.

Coordinate and train parent volunteers to assist with the District's substance abuse prevention program.

Publicize, promote and provide information about the District substance abuse prevention program to facilitate outreach.

Provide staff in-service on substance abuse prevention education.

Work closely with principals, school staff, classroom teachers, parents and Program Manager, Health Services to improve the delivery of substance abuse prevention education to students.

Operate a vehicle to conduct work.

Perform related duties as assigned.

DEMONSTRATED KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Support group facilitation.

Conflict resolution.

Peer helping.

Student assistance facilitation.
Interpersonal skills using tact, patience and courtesy.

ABILITY TO:

Write and/or manage grants.
Read and understand federal and state guidelines, program requirements and written reports.
Follow oral and written instruction with a minimum of direction.
Work independently.
Collaborate with program staff and site personnel.
Demonstrate good judgment.
Role-model for students.
Establish and maintain cooperative and effective working relationships with others.
Maintain consistent, punctual and regular attendance.
Move hands and fingers to operate standard office and classroom equipment.
Sit or stand for extended periods of time.
Bend at the waist, kneel or crouch to assist students.
See to read a variety of materials and monitor student activities.
Hear and speak to exchange information.
Reach overhead, above the shoulders and horizontally.

EDUCATION AND EXPERIENCE REQUIRED:

Any combination equivalent to: bachelor's degree in social work, counseling, nursing, psychology or a related field and two years experience in pediatric/adolescent substance abuse prevention, intervention or treatment.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

ENVIRONMENT:

Classroom and playground environment.
Constant interruptions.
Driving a vehicle to conduct work.