

Anoka Hennepin Independent School District #11

Position Standard

Chemical Health Prevention Specialist

Develop, promote, and sustain chemical health prevention and education services to students, families, and the school community, in collaboration with schools, county, and community agencies.

Essential Functions:

- Promote evidenced-based Alcohol, Tobacco, & other Drugs prevention strategies to apply in Anoka-Hennepin high schools and middle schools, and Anoka-Hennepin communities.
- Review existing substance abuse prevention curriculum.
- Provide education and training to school staff, students, parents, and community regarding drug and alcohol prevention.
- Develop and provide prevention-related information to school staff, parents, and students in the form of newsletters, resource guides, and maintaining the district's Drug and Alcohol Prevention website pages.
- Demonstrate leadership in collaborating with a wide range of youth serving organizations, school districts, local community organizations, and local government.
- Engage community in larger prevention efforts such as identifying and organizing key stakeholders to address local prevention needs.
- Provide effective consultation with partners, particularly with district leadership, around policies and procedures.
- Participate in gathering and reporting of various drug and alcohol prevention outcome data.
- Maintain records and enter timely, accurate data
- Other duties as assigned.

Minimum Qualifications:

- Requires Bachelor's degree in Public Health, Social Work, Psychology, or related health or educational field.
- Requires licensed drug and alcohol counselor (LADC).
- Experience with community outreach.
- Strong relationship building skills,
- Good written and verbal communication skills.
- Strong organizational skills and ability to manage and prioritize multiple tasks.
- Experience working with at-risk youth or families with demonstrated cultural competency.
- Ability to work closely with parents, staff, administration, and community.
- Ability to provide services in multiple sites and communities.
- Ability to travel regularly to multiple schools and community locations, along with working some evening time – requires flexible scheduling.
- Ability to maintain regular attendance, including completing an assigned day.
- Must be able to lift a minimum of 25 pounds.
- Ability to perform position responsibilities including physical factors, work devices and materials handling, data functions, and people functions.

Preferred Qualifications:

- Previous experience working in an educational setting is preferred.

Physical Factors include:

- Constant: sitting, twisting/pivot, reaching, repetitive arm, simple grasp, firm grasp, fine manipulating, talking, hearing, near vision (up to 20”), midrange vision, far vision (over 20’), visual accommodation, and field of vision;
- Frequent: standing, walking, lifting above shoulder, lifting waist to chest, lifting below waist, carrying, pushing, pulling, climbing, stooping, kneeling, feeling.
- Occasional: exposure to weather when travel between district sites is required.