Amplify
A Trusted Voice for Healthy Communities

Position Title:	**Program Coordinator**
Location:	178 Oakwood Drive, Glastonbury, CT
Position Type:	Full time, 37.5 hours
Education:	4-year degree, Masters preferred
Salary:	$50,000-$65,000, commensurate with experience

The **Program Coordinator** will support functions of the Regional Behavioral Health Action Organization (RBHAO) and related programs including those that focus on *vaping, opioid response, suicide prevention, recovery-friendly initiatives, substance misuse, problem gambling, and mental health promotion.*

This position will support community-based efforts to prevent and reduce e-cigarette and nicotine use among individuals under age 21, including education, outreach, coalition engagement, and evidence-informed prevention strategies. The Program Coordinator will also contribute to Amplify's broader regional prevention and behavioral health initiatives in collaboration with community partners and stakeholders.

Responsibilities:

- Support successful completion of contracted deliverables.
- Support local coalitions and mini-grant recipients operating within the municipalities.
- Promote interdisciplinary collaboration with other coalitions that focus on vaping, opioid response, suicide prevention, substance misuse, and mental health promotion.
- Identify and develop resources for schools, law enforcement, local towns, and communities.
- Develop and conduct community education presentations, training, outreach, and awareness events.
- Promote best practices and utilize the Strategic Prevention Framework (SPF).
- Promote recovery-friendly practices and recovery-oriented care.
- Serve as a data champion, enter/summarize data for reports, briefs, and presentations.
- Organize and support agency initiatives as a member of the team.
- Ensure lived experiences inform efforts.
- Perform other duties and responsibilities assigned by the Amplify Executive Director.
- Regular and consistent attendance is an essential function of this position.

Qualifications and Skills:

- Certified Prevention Specialist (CPS) or Recovery Support Specialist (RSS) or willing to obtain certification.
- Bachelor's degree in health-related discipline, business/public administration, or related experience.
- Minimum 2 years in a business/nonprofit setting, or related experience.
- Knowledge/experience in behavioral health field a plus (substance use, mental health)
- Self-starter, ability to work independently and manage priorities.
- Computer skills (Microsoft Office)

We understand what it takes to do this work well and be well. We offer competitive benefits including:

- Paid time off includes: fourteen holidays, plus vacation and sick time.
- Health and dental insurance
- 100% Employer-sponsored HRA
- Dependent care reimbursement
- Employee Assistance Program (EAP)
- STD/Disability coverage
- Retirement plan options

To apply: Email resume and cover letter to careers@amplifyct.org with "Program Coordinator" in the title.
To learn more: Visit www.amplifyct.org.

Amplify, Inc. is an equal opportunity employer and considers all qualified applicants equally without regard to race, religion, sex, sexual orientation, veteran status, national origin, or disability status.