

POSITION DESCRIPTION

POSITION TITLE: BREAKOUT EDUCATOR

REPORTS TO: DIRECTOR OF PREVENTION SERVICES

I. POSITION SUMMARY:

Provides Breakout Drug Education in schools. Provides direct service to clients. Provides community outreach.

II. DUTIES/RESPONSIBILITIES:

1. *Teach curriculum in schools as arranged.
2. *Pre and post testing of participants – including the compilation of school statistic reports.
3. *Reports year-end statistics to Director.
4. *Organize school reports to include short and long term statistical results.
5. Schedule school programs as assigned.
6. *Coordinate drug prevention programming in the schools to accommodate school logic models.
7. *Recruit and train high school students to be peer educators in the classroom as assigned.
8. *Research and develop curriculum as assigned.
9. Responsible for necessary reports to program funders as assigned.
10. *Fulfills the requirements of all agency systems for statistical record keeping, reporting. Program evaluation, quality assurance, internal control and attendance monitoring as appropriate to the position.
11. All other duties as assigned.

III. QUALIFICATIONS:

- A Bachelor's degree from an accredited college or university in education or a human behavioral science, or in another major where 25% of the course credits earned toward the degree are in human behavioral sciences, plus one year experience in prevention education.
- Has obtained a CAADC or willingness to enter development plan with MCBAP.
- Proficiency with computers.
- Program evaluation experience preferred.
- Demonstrated ability to establish rapport and relationships essential to the position.
- Demonstrated ability to organize and manage tasks relevant to the position.
- Valid driver's license and reliable transportation.
- Group presentation experience.
- Cultural sensitivity.

*Essential job duties per the Americans with Disabilities Act

May 2005, September 2005, October 2005, February 2007, April 2019

Employee Signature

Date