

Program Specialist

Position Announcement

The Idaho Lives Project (ILP) is seeking an independent contractor for the position of Program Specialist to assist the Project with implementation of the Sources of Strength™ program in Idaho schools. The ILP is funded by the Division of Public Health through a subgrant to the State Department of Education (SDE).

The Program Specialist shall fulfill the following responsibilities as an independent contractor in accordance with any and all applicable requirements of federal and state laws, rules and regulations.

Primary Responsibilities:

- Participate in Sources of Strength™ train-the-trainer session and successfully complete all requirements to become a certified Sources of Strength™ trainer
- Train middle/junior/senior high schools throughout the state of Idaho in the Sources of Strength™ program and other suicide prevention programs
- Coordinate with and support ILP Sources of Strength™ schools
- Coordinate with schools to facilitate Sources of Strength™ trainings
- Coordinate with and support Idaho Sources of Strength™ trainers
- Respond to requests for technical support and information from Idaho Sources of Strength™ schools
- Assist the Project in reporting activities with Idaho Sources of Strength™ schools
- Coordinate with local, state and national organizations and individuals as necessary
- Producing presentation materials and newsletters
- Actively monitor research and acquire knowledge of behavioral health and suicide prevention including current best practices
- Perform additional tasks as assigned by the Program Director

Desired Qualifications:

- Bachelor's degree or equivalent experience in education, behavioral health, program management or related experience
- Previous training experience
- Experience working in schools or with youth
- Knowledge of mental health and/or suicide prevention
- Excellent written and oral communication skills
- Proven ability to act as a productive member of a team as well as operate independently with little supervision
- Proficient with Microsoft Office suite of software products

Other considerations: This is a part-time, contract position averaging 20 hours/week and reports to the Program Director. The Program Specialist is expected to provide their own work space while attending regular meetings in person in the Boise area. Regular travel is required and paid for by the Project or reimbursed as appropriate. Salary ranges from \$15.00 to \$20.00 per hour depending on experience.

Please submit letter of interest and resume no later than June 23, 2017 to:

Jennifer Dickey at jdickey@idaholives.org

OR:

Idaho Lives Project
Jennifer Dickey
140 E. Provident Dr.
Boise, ID 83706