

STUDENT ASSISTANCE SERVICES CORPORATION
Substance Abuse Prevention • Mental Health Treatment • Bullying Prevention
660 White Plains Road, Tarrytown, New York 10591

Ellen Morehouse, LCSW, CASAC, CPP
Executive Director
E-Mail: sascorp@aol.com

(914) 332-1300
Fax: (914) 366-8826
Website: www.sascorp.org

Job Description: Coalition Coordinator

The Yonkers Coalition for Youth (YCY) is a community coalition mobilizing the southwest area of Yonkers to implement environmental strategies to reduce and prevent drug use in Yonkers. YCY partners with stakeholders representing various sectors of the community including law enforcement, healthcare, youth serving organizations, and more to collect data that informs our strategies and to help implement and evaluate those strategies in Yonkers. YCY is a Drug Free Communities (DFC) coalition, a federally funded program through the Substance Abuse and Mental Health Services Administration (SAMHSA). The fiscal agent for YCY is Student Assistance Services Corp.

YCY is currently seeking a full time or part time coalition coordinator. Coalition Coordinator reports to the Project Director. The start date for this position is June 1, 2020.

Responsibilities include but are not limited to:

- Overseeing and executing the day-to-day operations of the coalition
- Organizing monthly coalition meetings
- Coordinating and overseeing on-going data collection
- Carrying out YCY's Strategic Action Plan
- Collaborating with community organizations and stakeholders on varying initiatives
- Participating in county-wide coalition programming
- Collaborating with the Y2Y Clubs in each Yonkers High School
- Guiding student led initiatives
- Overseeing YCY's internship and Youth Leadership Council
- Increasing coalition capacity and sustainability
- Completing in-kind reports
- Managing social media and electronic communications
- Maintaining website

Qualifications

- Bachelor's Degree in related field
- 5 years experience in health and human services preferred; experience in drug prevention a plus
- Clean driver's license/access to a car
- Strong communication and networking skills
- Ability to work evenings and weekends as needed
- Ability to attend conferences and trainings overnight
- Ability to travel out of state for conferences
- Experience working with adolescents
- Bilingual candidates preferred

Excellent benefits available. Salary commensurate with experience. Please email your resume to diane.murgalo@sascorp.org.



SAS is a contract agency of the Westchester County Dept. of Community Mental Health, Office of Drug Abuse Prevention & STOP-DWI, and Youth Bureau.

