

STUDENT ASSISTANCE PREVENTION SPECIALIST

DISTINGUISHING FEATURES OF THE CLASS: This position is responsible for multi-dimensional prevention services to students identified as “at risk” because of personal or family related substance abuse problems. These services can involve planning and evaluation, education and skill development, community organization, public and organizational policy and professional growth and responsibility. The incumbent would have the responsibility of engaging in prevention techniques with students within a school district who are potential substance users or known substance users, as well as serving as a liaison between the school, social services and other outside agencies. The work is performed under the general supervision of higher level administrative personnel of a school district, with considerable leeway allowed for the exercise of independent judgment in carrying out the details of the work. Supervision is not normally a function of this position. Does related work as required.

TYPICAL WORK ACTIVITIES: The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.

Educates and supports students identified as “at risk” of personal or family related substance abuse problems and meets with students and parents as appropriate;

Works collaboratively with school administrators regarding the referral and placement of students with substance abuse issues to treatment agencies, treatment therapists and inpatient/outpatient facilities;

Coordinates and facilitates support groups for students with coping skills, peer pressure, grief management, anger management, gang-related activities, children of divorcing/separating or divorced/separated parents, social skills development and sexual orientation;

Prepares and presents classroom presentations in order to educate students about the dangers of substance abuse;

Participates in and supports crisis intervention within the school districts;

Collaborates with other student prevention groups and agencies;

Serves as a liaison with other outside agencies concerning students with substance abuse issues;

Establishes substance awareness topics for educational classroom presentations;

Attends and participates, when necessary, in student services meetings held by the school district;

Attends and participates in the district Health Advisory Council and monthly meetings with the school’s Guidance Department.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL

CHARACTERISTICS: Thorough knowledge of current drug and alcohol abuse prevention strategies and techniques; good knowledge of current literature and resources concerning substance abuse; good knowledge of the problems of those dependent on addictive substances; working knowledge of the Federal and State laws and rules regulating drug and alcohol education programs for youth; ability to facilitate and coordinate a substance abuse support groups; ability to establish rapport with both youths and staff; ability to maintain cooperative relations with community service agencies and schools; ability to communicate effectively both orally and in writing; ability to work on an on-call basis when the need arises; integrity; patience; good judgment; tact.

MINIMUM QUALIFICATIONS: Either:

- A. Graduation from a New York State regionally accredited college or university with a Bachelor's degree which included or was supplemented by at least thirty (30) credit hours in social or behavioral sciences or a closely related field and one (1) year of experience in substance abuse counseling and/or working with "at risk" youth in a mental health substance abuse program; **OR**
- B. Graduation from a New York State regionally accredited college or university with an Associate's degree which included or was supplemented by at least thirty (30) credit hours in social or behavioral sciences or a closely related field and three (3) years of experience in substance abuse counseling and/or working with "at risk" youth in a mental health substance abuse program; **OR**
- C. An equivalent combination of A and B above.

NOTE: Verifiable part-time or volunteer work experience as described in 'A' and 'B' above may be prorated toward meeting the full-time experience requirements.

Special Requirement: Possession of a current registration as a Certified Prevention professional (CPP) or a Certified Prevention Specialist (CPS) by New York State Office of Alcoholism and Substance Abuse Services (OASAS) within six (6) months of appointment.

ULSTER COUNTY
6984 ST A P SPC
Classification: Competitive
OA

Adopted: June 17, 2010
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