

KERN COUNTY SUPERINTENDENT OF SCHOOLS
REVISED APPROVED/FEBRUARY 2011
RANGE: 50.0
CLASSIFIED
CODE: NONE

PREVENTION SERVICES FACILITATOR

DEFINITION

Under general supervision, the Prevention Services Facilitator will help design and implement key prevention services in partnership with local policy-makers and organizations to benefit children and families;

will provide coordination, monitoring and implementation of project;

will develop and implement strategies for integrating countywide services that impact children and families;

will implement leadership and other training opportunities;

will report to Director/Department Supervisor.

ESSENTIAL FUNCTIONS

Work proactively to bring together individuals, businesses, agencies and schools to redirect efforts to improve service delivery, case management and meet local communities' targeted goals;

interact on an ongoing basis with county agency policy makers, community and business leaders and county school district administrators;

provide technical assistance to community collaboratives/family resource centers on integrated case management, evaluation, and outreach and leadership development;

assist in the promotion, outreach and marketing of the prevention services in consultation with KCSOS Communications Division;

facilitate leadership development and training opportunities;

assist with grant-writing and other resource development efforts to secure funding;

provide oversight of various prevention funding streams and sub-contracts with service providers;

provide day to day coordination of grant funded projects across all sites;

deliver and support implementation of project curriculum to participant youth with fidelity;

provide project coordination and monitoring of curriculum across all sites;

follow up with youth participants for data collection;

submit on a timely basis quarterly progress reports which document progress on project plan and objectives;

facilitate focus groups;

attend all trainings to ensure fidelity to program implementation;

perform other work-related duties as assigned.

QUALIFICATIONS

Knowledge of:

Knowledge of and general understanding of the Kern County Network for Children, integrated services, public policy, case management, resource development and prevention services;

social work and child abuse prevention services;

have a background of working with foster youth population;

possess an understanding of strategies related to teenage pregnancy prevention;

possess strong writing skills;

possess knowledge and experience in the assessment, including but not limited to matched needs and resource mapping;

general understanding of the development and implementation of foundation funded programs.

Ability to:

Ability to work effectively as a member/leader of a team;

possess excellent communication skills;

have knowledge and the ability to collect and report data on environmental health changes and program impact;

perform other work-related duties as assigned.

Experience:

Four (4) years of experience in relevant prevention, social service, community based activities, including direct involvement with family resource centers, collaborative partnerships and the Kern County Department of Human Services;

possess significant experience in public health, health outreach, nutrition education and/or health education marketing;

experience working with foster youth and an understanding of the needs of emancipating foster youth desired;

experience in successful grant writing and grant implementation, contracting oversight and evaluation/data collection activities;

experience in outreach and marketing (including public relations) and the facilitation of community events;

experience in implementing community change utilizing social marketing;

experience in developing a functional community-public health collaborative effort to address environmental change approaches to improve community health;

experience in facilitating and the coordination of large projects with multiple partners.

Education:

B.A., B.S. in public health, nutrition education, health, communications, physical education, social work, social sciences, public administration or related field of study.

Conditions of employment:

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position has a probationary period of six months or 130 days, whichever is longer.

TS: gs

12/7/15

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