

PROJECT MANAGER – OPIOID PREVENTION RESPONSE

The **Project Manager, Opioid Prevention Response** will join a team of passionate professionals. The individual will oversee the implementation of The Partnership's grant funded project in Southeastern Connecticut, focusing on substance use prevention with youth and parents. The incumbent will manage all aspects of the grant fiduciary relationships with contracting organizations in developing, managing, facilitating training, and technical assistance.

The ideal candidate for this position is an innovative, enthusiastic professional who communicates effectively with a wide range of partners and stakeholders.

This is a 37.5 hour full-time, exempt level, Connecticut-based, benefits eligible position. Travel is statewide within CT, 60% primarily during the business day. Some nights, weekends, and out-of-state may be required. ***Travel will be based on CDC guidelines to community sites, meetings, schools, conferences, and trainings both in and out-of-state.***

This position is virtual and will transition to a hybrid position, which will require attendance in our East Hartford, CT office in January 2023 on occasion.

A cover letter with your resume is required for consideration

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Works with community subcontractors to facilitate and monitor program outcomes, budgets, data collection, and funder reporting.
- Build and maintain positive, professional relationships with primary and secondary stakeholders.
- Develop and implement methodologies, resources, and training programs on appropriate quality standards, prevention systems, and youth development.
- Assist funded programs to identify and assess in-kind resources for program implementation and improvement.
- Engage in culturally competent management of prevention networks in the greater New London County area.
- Assist with and participate in organizational projects and other duties as assigned.

KNOWLEDGE AND SKILLS

- Program development and management.
- Effective capacity, training, technical, and relationship building.
- Strong written, public speaking, and presentation skills.
- Grant project and budget management reporting.
- Collaborative, and customer-service oriented.
- Ability to keep up to date on job related knowledge.

MINIMUM QUALIFICATIONS

- Master's Degree in the fields of Public Health, Social Work, Education, Human Services/Public Policy, or equivalent professional experience preferred.
- Broad knowledge and 5 years of experience in prevention, public health and/or youth development and programming and the development and administration of ongoing program implementation.
- Proficiency in grant compliance and achieving projected outcomes
- Knowledge of best practices in marketing and branding for social marketing campaigns
- Demonstrated ability to oversee and manage grant-funded multiple projects simultaneously and provide expertise and guidance in a timely fashion
- Proactive, self-starter, strong attention to detail, and ability to follow through on multiple tasks in a fast-paced environment.
- Demonstrated ability to lead community processes and coalitions.
- Proficiency with data management and technology applications.
- Personal qualities of integrity, credibility, and a commitment to The Governor's Prevention Partnership's mission and core operation principles.
- Must have transportation and a valid Connecticut driver's license for travel throughout Connecticut
- PMP or related certification preferred
- CPS certification preferred
- Full COVID-19 vaccination required
- Must be able to travel 60% of the time, and attend meetings, conferences, and other events during normal business hours, and occasionally during evening and weekend hours.

Salary Range: \$70,000 - \$75,000

A cover letter with your resume is required for consideration

Closing Date: December 19, 2022

Reference posting ID #PM-OPR: Humanresources@preventionworksct.org