



CASAT
School of Public Health

Regional Opioid Coordinator Job Description

Full-Time (40 hours/week)

Primary Location: Regionally, throughout Nevada

Travel Requirement: Regular day travel with less than 20% overnight travel.

Hours: 8:00 to 17:00, with some variability as necessary to conduct community outreach, collaboration with state partners, and key stakeholders.

Salary: Upon Experience

Reports to: Associate Director and Project Manager of the Nevada Opioid Center of Excellence (NOCE)

Objectives: The objectives of NOCE are to provide technical assistance and training for local communities in the dissemination, implementation, and ongoing fidelity to selected models and practices. Additionally, NOCE is tasked with determining local capacity to implement programs, provide remediation and technical assistance to address identified gaps.

Position Overview: The Opioid Coordinators serve as the primary point of contact for issues related to NOCE, mainly concentrated in the rural and frontier regions of Nevada. This position works closely with the Regional Behavioral Health Coordinators, and the Fund for Resilient Nevada. Duties include Review existing needs assessments and plans within the state, local, regional, or tribal areas to determine what training and technical assistance is needed within Nevada communities, disseminate information on the harm reduction, prevention, treatment, and recovery of opioid use, misuse use and abuse and overdose such that individuals, families, communities, and practitioners can easily access them and understand the issues related to opioid misuse and abuse, and support local planning efforts.

Qualifications:

- ❖ Hold one of the following degrees: Bachelors in a Behavioral Health related field with relevant work experience, Master of Social Work - LSW, LCSW, ISW, ICSW, Master's in Marriage and Family Therapy – LMFT, LCMFT, Master's in Professional Counseling, Master of Psychology, Master's in Public Administration, Master's in Health Administration, Master of Public Health or other Behavioral Health related Master's Degree;
- ❖ 3+ years experience working in the human services, with preference given to SUD, Opioid populations;
- ❖ 2+ years program development or dissemination experience;
- ❖ Background in best practices for overdose prevention, intervention, postvention, and psychosocial (recovery), and other risk and protective factors;
- ❖ Strong Public speaking skills;
- ❖ Proven interpersonal skills and effective as a member of a team;
- ❖ Ability to maintain relationships with health and behavioral health partners and community stakeholders;



- ❖ Knowledge about community resources and social services;
- ❖ Experience in grant submission, compliance, and reporting;
- ❖ Knowledge of Veterans Affairs and other veteran service programs;
- ❖ Proficient in the use of Microsoft Office, specifically Word, Excel, PowerPoint, and Outlook;
- ❖ Is adept at communicating effectively, clearly, and concisely both verbally and written;
- ❖ Must pass a comprehensive background check;
- ❖ Must have valid driver's license and reliable transportation, and be insurable.

Duties:

- ❖ Provide technical assistance for the provision of community education, marketing, and outreach related to opioid services across the service areas;
- ❖ Organize and/or conduct educational outreach for administrative and clinical staff that address evidence-based practices necessary to provide effective, transformative service to clients with high overdose risk;
- ❖ Maintain open lines of communication with members of NOCE and other community stakeholders, as necessary;
- ❖ Generate and issue quarterly, monthly, and grant period participant data and financial status reports to designated funders and required;
- ❖ Maintain an open line of communication with grant administration staff regarding any program-related concerns, to include those involving staffing, service delivery, TA, data collection, and educational outreach;
- ❖ Develop and revise as necessary policies and procedures, forms, and other written products related to community needs assessments;
- ❖ Identify related needs and gaps within the communities and ensures these needs are addressed;
- ❖ Provide continuous monitoring and Implementation and Fidelity to Program Models and Requirements.