

## **Prevention Director – (Full-Time)**

**Agency:** Sumter Behavioral Health Services

**Responsibilities:** Provide alcohol and drug education and prevention services to the Sumter community. Supervise the planning and implementation of prevention services including evidence-based programs, educational presentations, public relations, and training. Design, implement, and coordinate prevention programming including preparing and updating Management Plans for our state agency (DAODAS). Directly responsible for ensuring all deliverables for DAODAS are met and inputted into the state prevention data website. Research, write, and implement available grants. Serve as a liaison between the agency and community resources. Supervise prevention staff. Identify needs in the Sumter community using appropriate needs assessment tools and develop and implement plans to address those needs.

**Special Skills:** Excellent written and oral communication skills, ability to give effective presentations to both small and large groups of people of all ages, knowledge of referral sources, and excellent computer skills in Microsoft Office programs. This position requires approximately 10-20% of time spent inputting data into a proprietary data website that requires the candidate to have excellent skills with data input, running reports, and interpreting the data. Comply with CARF, DHEC, DAODAS and agency standards.

**Requirements:** Bachelor's degree in a human services field from an accredited college/university. Prefer a Master's degree in Public Health. Must be certified as a Prevention Specialist by SCAPPA within three years of hire date.

**Experience:** Must have at least 1-2 years of experience in public relations, community presentations, training, and grant writing.

**Salary:** Commensurate with experience.

**Contact:** Send resume to:

Sumter Behavioral Health Services  
Attn: Human Resources  
P. O. Box 39  
Sumter, SC 29151

**Application Deadline:** Position will remain open until filled.