



## Job Description

### NCCU C3 CAMPUS COALITION COORDINATOR

#### PURPOSE:

The consequences of college students' smoking, drinking and drug use not only create problems for the campus environment, but also for the entire surrounding community. Together for Resilient Youth is a Drug Free Community Coalition. We have three colleges in our city. We are inviting campus officials and students to serve as coalition members to create a campus-community partnership to reduce tobacco, alcohol and substance abuse related problems on NCCU's campus. These types of collaboration will allow coalitions to better understand the factors around college student use and to gain access to the gatekeepers of college campuses.

#### DUTIES:

This position reports to the Project Coalition Leader and carries out duties to implement strategies focusing on alcohol and drug availability, alcohol policy enforcement, and drinking norms – In order to achieve decreases in related problems, findings suggest coalitions need to take a comprehensive approach by implementing a variety of strategies.

- Help craft, communicate and/or implement multiple strategies around Awareness, Enforcement, and Policy.
- Review and evaluate culturally competent messages
- Attend monthly coalition meetings
- Engage campus focus groups
- Receive reports on Peer Educator presentation activities
- Summarize and report on campus and neighborhood concerns
- Report immediate concerns during outreach and document
- Other duties as assigned

Qualifications Desired: Community work and or outreach experience

Microsoft Office

Presentation experience

Excellent communication skills

Independent and self-motivated

Travel: NA

Work Schedule: Part-time/Flexible, office hours are evenings and weekends

Salary Range: \$15/hr up to 10 hours/week (Annual Contract)

Wanda Boone, Founder

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