



CORP AmeriCorps Member

CENTRAL COLORADO AREA HEALTH EDUCATION CENTER (locations statewide)
10200 East Girard Avenue, Denver, CO 80231
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SEPTEMBER/OCTOBER 2017- JULY 2018

The Colorado AmeriCorps Community Opioid Response Program (CORP) is a statewide initiative utilizing 12 AmeriCorps members assigned to six regional Area Health Education Centers (AHECs) who will provide support to local communities that are implementing strategies to reduce the impact of opioid abuse throughout Colorado.

Reports to: Site Supervisor & Program Managers

Service Position Summary: This member coordinates and facilitates provider education events around safe prescribing practices, facilitates community educational events around safe storage and disposal of medications, and coordinates delivery of youth-focused opioid-related educational programming and resources. This member may also disseminate opioid-related messaging campaigns and initiate, support and enhance community-based collaborations. Full time positions available in Burlington, Holyoke, Broomfield, Greenwood Village, Colorado Springs, Alamosa, Lamar, Pueblo, Durango, Steamboat Springs, Grand Junction, and the Montrose/Telluride/Ouray area.

Essential Functions:

- Coordinate provider education events lasting a minimum of two hours each per year
- Coordinate safe storage/safe disposal community events
- Coordinate youth-focused opioid related educational programming
- Initiate, support and enhance community-based collaborations/coalitions with lead local partners
- Collect, document and report quantitative and qualitative impact data for quarterly progress reports and monthly impact statements.
- Accurately and professionally discuss with community partners and volunteers the objectives of the AmeriCorps program, positive youth development, and site-specific objectives.
- Recruit and train community volunteers to assist with programs.
- Manage relationships with partner sites.
- Commit to complete your term of service.
- Complete contract service hours (full-time, 1700 hours) or (part-time, 900 hours) and site-specific responsibilities by July 31, 2018.
- Participate in on-going trainings and events as required and requested by AmeriCorps and/or CO AHEC Regions.
- Participate in National Days of Service

Secondary Functions:

- Accurately complete and submit enrollment paperwork and reports.
- Have dependable transportation to and from host site, program/partner site, and programming activities.
- Wear official AmeriCorps identity items such as name tag, T-shirts, and lapel pins during all AmeriCorps service.
- Participate in performance reviews with the Site Supervisor and Program Managers.
- Meet regularly with site supervisor to discuss programming topics and issues.
- Represent AmeriCorps, COAHEC Regions, host site, and program/partner sites in a professional manner.

Qualifications:

- Be willing to provide direct services, strengthen the community or build the capacity of the organization as described in the position description.
- College coursework, college degree, or equivalent work experience or background, dedication to community service.
- Be a U.S. citizen or U.S. national or a lawful permanent resident alien of the U.S.
- Have a high school diploma or GED and be at least 18 years old.
- Have a valid driver's license and reliable transportation.
- Pass required criminal background checks, including a National Sex Offender Website search, to serve with at-risk or vulnerable populations.
- Be willing and able to complete the required hours of service by October 1, 2017- July 31, 2018.

Desired Knowledge, Skills, Abilities:

- Knowledge of statewide efforts addressing the Colorado opioid epidemic.
- Desire to have a positive impact on the Colorado opioid epidemic.
- Hands-on experience in the areas of event planning and coordination, educational programming, and collaborative community initiatives.
- Ability to plan, organize, prioritize, and complete multiple tasks with minimal supervision.
- Ability to make a commitment to complete term of service (between September 2017 – August 2018).
- Strong verbal and written communication skills.
- Ability and willingness to serve in a team setting and to promote collaboration.
- Ability and willingness to develop innovative and creative approaches to assigned responsibilities.
- Ability and willingness to serve in a position with flexible hours, including evenings and weekends.
- Ability to use a computer for e-mail communication, online reporting (monthly time reports, quarterly impact data), and preparing monthly impact statements or semi-annual reflections.
- Outgoing and personable nature.
- Adaptable, practical, energetic, and intrinsically motivated.
- Professional, respectful, and brings a positive attitude.
- Personal and professional commitment to diversity.

Requirements:

- Attend all required training, including Orientation Training in September - October
- Submit an online timesheet to report service hours once every two weeks
- Report data in online databases each week
- Complete 900 or 1700 hours by July 31st
- Attend other events (mandatory service days in September, January, and April, member retreat typically in the fall, end of year celebration in early August, etc.) throughout the program year.

Living Allowance:

- Full-time members earn a living allowance of up to \$12,630.00 (disbursed in equal payments every two weeks) for their term of service (1700 hours) as well as an Education Award of \$5,815.00 upon successful program completion
- Part-time members earn a living allowance of up to \$6,315.00 (disbursed in equal payments every two weeks) for their term of service (900 hours) as well as an Education Award of \$2,907.50 upon successful program completion.

Service Environment: Ability to serve in community and school settings with stakeholders.

To Apply: Positions are available in counties across Colorado. Applications will only be accepted online at <http://tinyurl.com/ACCORP2017>. For more information about the program, please contact sandra@centralcoahec.org or 720.707.6132.

Helpful Links:

Central Colorado Area Health Education Center: <http://www.centralcoahec.org>

Colorado Area Health Education Program: www.ucdenver.edu/life/services/ahedc/Pages/index.aspx

Colorado Consortium for Prescription Drug Abuse Prevention: www.corxconsortium.org

Colorado Attorney General's Office: <https://coag.gov/>

Rise Above Colorado: www.riseaboveco.org/

Serve Colorado: www.colorado.gov/servecolorado

Corporation for National & Community Service: www.nationalservice.gov/

AmeriCorps: www.nationalservice.gov/programs/amicorps

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