



Vacancy Announcement
Suicide Prevention Coordinator

Chaucie's Place works passionately to empower the community to end child sexual abuse and youth suicide by offering research-informed and evidence-based, high-quality prevention programs so all children can live free from harm and to their highest potential.

Chaucie's Place is seeking a Suicide Prevention Coordinator. This is a part-time, non-exempt position and reports to the Director of Programs. Presentations are scheduled by the Director of Programs and Suicide Prevention Coordinator and are facilitated by Suicide Prevention Coordinator.

RESPONSIBILITIES

- Present Chaucie's Place suicide prevention programs in area schools and youth serving organizations as scheduled.
- Maintain inventory of presentation supplies, coordinating with volunteers to assemble packets.
- Coordinate with volunteer presenters to ensure coverage.
- Collect and submit program evaluations to Director of Programs.
- Professional representation of Chaucie's Place with school staff and students.
- Professional interaction with Chaucie's Place staff and volunteers.
- Other duties as assigned.

MINIMUM REQUIREMENTS

- Bachelor's Degree in education, counseling, social work, psychology, or a related field preferred; or a combination of experience, education, and/or training.
- Excellent professional written and verbal communication skills; comfortable communicating with all levels within an organization.
- Strong presentation skills; comfort and experience working with youth.
- Demonstrated ability to establish and maintain positive and productive working relationships with a cross section of the public, including Chaucie's Place staff and school personnel.
- Physical demands include the ability to lift up to 30 pounds.
- Must provide own transportation to presentations.
- Demonstrated high level of responsibility, punctuality, professionalism, and integrity.

Reporting Structure and Position Status

This is a part-time position reporting to the Director of Programs. The average hours per week for this position are 30 hours and will vary based on program scheduling. Evenings and some Saturdays are required. This position has no direct supervisory responsibilities. Starting compensation is \$17/hour.

Please send your cover letter, resume and references to:

Melissa Peregrin, Executive Director - Chaucie's Place
melissa@chauciesplace.org