



P.G.A

## Choctaw Health Center

Behavioral Health  
210 Hospital Circle  
Choctaw, MS 39350-6781  
601.389.4150

### JOB ANNOUNCEMENT #534370

**POSITION:** Prevention Outreach Educator (TOR)  
**SALARY:** Grade 12  
**SUPERVISOR:** Program Director or Designee  
**JOB LOCATION:** Choctaw Health Center and Outlying Clinics  
**TYPE OF EMPLOYMENT:** Regular FullTime/ Exempt/Essential  
**OPENING DATE:** JANUARY 09, 2019 **JAN 09 2019**  
**CLOSING DATE:** JANUARY 23, 2019 OR UNTIL FILLED

#### Scope of Service and Effect:

**Mission Statement:** *The Mission of The Choctaw Health Center is to raise the health status of the Choctaw People to the highest level possible.*

**Vision Statement:** *Our vision is to achieve a health community through holistic health services in a culturally sensitive environment, in partnership with satisfied customers, dedicated employees, and the Choctaw Community.*

The Prevention Outreach Educator under the Tribal Opioid Response (TOR) grant provides overall direction for the development of an Opioid prevention program defined as a proactive process which empowers individuals and systems to meet challenges of life events and transitions by creating and reinforcing conditions that promote healthy lifestyles and behavior through the use of evidence based practices, with culturally appropriate adaptations. The work schedule will be determined by candidate and director to meet the needs of the program. The program is funded by a 24 month grant project and employment is only for the duration of the grant. Local reservation wide travel is required with some regional and/or national travel related to implementation of grant and training.

#### Duties and Responsibilities:

1. Recruits and supervises program volunteers, identifies community members to serve

on committees, develops and maintains program budget. Document all services in the program identified charting systems in a timely manner.

2. Establishes an information resource center to provide accurate and current information about alcohol, tobacco and drugs. Develops public service announcements. The specialist participates in speaking engagements, health fairs, conferences, and other health promotion activities as designed by MSDMH and program supervision.
3. Uses prevention curriculums that are endorsed as evidence based practices to educate children from Head Start through young adults. These services will also deliver related services to older adults and develop environmental strategies to impact communities as a whole.
4. Implements programs designed to provide growth experiences and offer exposure to healthy activities designed to deter use/abuse of violence, alcohol, tobacco and other drugs.
5. Identify high-risk individuals who are exhibiting signs of dysfunctional behaviors and refer for appropriate services.
6. Organizing, planning, enhance efficiency and effectiveness of services implementation, interagency collaboration, coalition building and networking.
7. Through community participation establish or change written and unwritten community standards, codes and attitudes to influence the decrease of incidence and prevalence of alcohol, tobacco, and other drug use.

### **Work Environment:**

The primary work location for this position is within the Behavioral Health Department at Choctaw Health Center; with duties and responsibilities in all communities on the reservation and off reservation as appropriate. The work may include a certain amount of exposure to hostile and emotionally disturbed patients, families, and/or visitors.

### **Qualifications:**

1. A Bachelor's degree from an education or human services program is required to perform the minimum duties from an accredited college or university.
2. The incumbent must be credentialed as a MS Licensed Educator; or Certified Prevention Specialist (CPS) in the State of Mississippi or in a state that has reciprocity to transfer to MS; or, must have completed all 280 hours of prevention/behavioral/addictions specific education and is eligible to test within 90 days of hire and obtain a passing score to become certified immediately after completion to begin implementation of programming.
3. The incumbent must have at least one year of experience in the prevention/education field with classroom and/or group experience implementing evidence based Curriculums.

4. Must have dependable transportation, valid Mississippi driver's license, and adequate liability auto insurance as required by state law; and clearance to operate tribal vehicles.
5. Must be submitted to a background check pursuant to Public Law 101-630, Title IV, Indian Child Protection and Family Violence Prevention Act of 1990 and produce a negative drug screen prior to full consideration for employment.
6. Must provide and maintain a negative drug screen prior to beginning and maintain throughout services.
7. Must maintain a code of behavior as outlined in the Tribal Code of Behavior.

In accordance with the Choctaw Health Center Employee Health Program, pre-employment physical examination is required and an annual exam is required while employed.

**\*\*\*CHOCTAW HEALTH CENTER PROPERTIES ARE TOBACCO FREE\*\*\***

**NOTE: The Administrative Personnel Policy & Procedures of the Mississippi Band of Choctaw Indians, Native American Preference, Section II (A), have been revised and approved, as follows:**

Further bolstering this Native American preference to promote employment of MBCI members, it is the policy of MBCI to employ persons(s) who are not members of MBCI only when no qualified member of MBCI, who has applied for the position, can be trained or upgraded to fill a given job vacancy within a reasonable period of time at a reasonable cost, and then only when a Waiver of Native American Preference has been secured from the Committee on Human Resources, Training and Development on a case-by-case basis.

The authority to waive Native American Preference laws can be exercised by the Committee on Human Resources, Training and Development. The Committee will exercise its discretion to do so only when a motion is made by a committee member to support such waiver and the Committee determines by reviewing the facts and appropriate written documentation that a waiver is justified. A waiver to allow the employment of a person who is not a member of MBCI, or to employ a person who is Native American outside the order of preference set forth in this Policy, can be made by the Committee only for as long as the person who is granted the waiver remains in the position for which the waiver was granted. That waiver does not apply to other openings which the person who is granted the waiver may request a promotion or transfer for, or apply for. The Committee only has the right to approve or disapprove a waiver that has been requested by Executive Branch supervisors, and has no right to direct, demand, or coerce any executive Branch supervisor or personnel that any specific applicant other than the one for which waiver is sought, be employed.

**IF INTERESTED, SEND APPLICATION TO:**

Mississippi Band of Choctaw Indians  
Human Resources  
P. O. Box 6033, Choctaw Branch  
Choctaw, MS 39350