



COMMUNITY ENGAGEMENT COORDINATOR POSITION DESCRIPTION

TITLE: Community Engagement & Outreach Coordinator - Harm Reduction focus

REPORTS TO: Behavioral Health Manager

ABOUT SIPCW

The mission of the Staten Island Partnership for Community Wellness (SIPCW) is to promote wellness and improve the health of the Staten Island community through collaboration and a multidisciplinary approach. Improving community health is a collaborative effort, and SIPCW leverages trusted relationships to build coalitions to address SI public health issues. SIPCW has extensive expertise in convening diverse community stakeholders, utilizing data to drive decisions, and identifying evidence-based strategies to collectively approach complex health issues for the most at-risk communities on SI.

ABOUT TYSA

Established in 2011 as SIPCW's cornerstone project, TYSA is a cross-sector behavioral health coalition of over 50 different partners from across the continuum of substance use. TYSA seeks to reduce youth and young adult substance use, and improve mental health outcomes, using a population-level approach by identifying gaps, aligning resources, facilitating collaboration among stakeholders, developing & implementing strategies, changing norms, and strengthening community assets. TYSA has a proven track record in following the evidence to improve health outcomes for young people.

GENERAL SUMMARY

SIPCW seeks a **Community Engagement and Outreach Coordinator** to support the Substance Use Services on Staten Island and State Opioid Response grants, which are part of the TYSA Coalition. The coordinator will support the day-to-day activities, including community engagement, targeted outreach to businesses, and representing TYSA at community events. ****This is NOT a clinical role.**

Job Responsibilities:

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- Provide street and business outreach in local areas where illicit drug use is present
- Conduct naloxone trainings and distribution in community and business settings
- Assist in conducting a needs assessment
- Assist with inventory management for fort (such as ordering supplies and kit assembly process)
- Work with TYSA staff, coalition members, and grant project officers to meet grant deliverables
- Cultivate and maintain relationships with diverse community stakeholders
- Manage and track grant deliverables and progress
- Work closely with the BH Manager to ensure grant strategies and deliverables are completed, including reports
- Co-represent TYSA at community health fairs and other public-facing events

Job Requirements:

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- Basic knowledge about the harm reduction philosophy and ability to articulate this knowledge in public settings
- Ability to work independently
- Proficiency in full MS Office package – Word, Excel, PowerPoint, and Publisher
- Detail oriented
- Excellent verbal and written communication skills
- Lived experience and knowledge of the proposed focus population and geographic community where the PHVM will be placed Familiarity with the Staten Island Community, particularly among the illicit drug using population

Salary: Range \$50,000 – \$55,000 commensurate with experience.

How to Apply: This is a full-time position that may require some travel for trainings and conferences as well as night and weekend events. Candidates interested in the position should send their cover letter and resume via email to Ashley Owen at ashley@sipcw.org. Please include Community Engagement Coordinator in the subject of the email.



The Staten Island Partnership for Community Wellness is an Equal Opportunity Employer (EOE). Qualified applicants are considered for employment without regard to age, race, color, religion, sex, national origin, sexual orientation, disability, or veteran status.