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Crisis Line: 906-482-HELP (906-482-4357)
Toll Free Crisis Line: 800-562-7622
Crisis Text: 35-NEEDS (906-356-3337)

Serving the Upper Peninsula since 1971

Job Opening: Coalition Coordinator

Part time with option for full-time

L'Anse, MI

\$14 - \$16 an hour

Description

The Coalition Coordinator oversees the Communities That Care (CTC) youth prevention coalition in Baraga County. The goal of the CTC is to lower rates of youth problem behavior including substance abuse, delinquency, depression/anxiety, and more. The Coalition Coordinator is responsible for bringing community members and stakeholders on board the existing CTC coalition; providing guidance, training, and technical assistance regarding the CTC; and delegating duties and roles within the coalition.

Job Duties

- Work independently to complete tasks and meet deadlines
- Perform email, phone, and face-to-face outreach to community members, leaders, and media
- Attend local collaborative meetings to increase visibility and increase interest in the coalition
- Assist with planning and setting up community events
- Attend trainings related to CTC (may involve travel)
- Provide presentations and training on CTC as needed
- Attend five one-hour work group meetings per month
- Assist the coalition in reaching milestones and benchmarks
- Network with other CTC Coordinators and CTC Coaches

Preferred Qualifications

- High school diploma or GED
- Friendly, organized, goal-oriented, and high-energy
- Public speaking and communication skills
- Ability to lift at least 40 pounds and stand for long periods of time
- One year administrative experience

Benefits

- Flexible schedule

Dial Help, Inc. is funded in partnership with: 97th District Court, Aspirus Keweenaw & Ontonagon Hospitals, Blue Cross Blue Shield of MI, Blue Cross Blue Shield of MI Foundation, City of Houghton, Health Resources & Services Administration, Kenneth Ryan Clark Memorial Fund, Keweenaw Community Foundation, MI Department of Health and Human Services, MI Sheriff's Association, National Suicide Prevention Lifeline, NorthCare Network, Portage Health Foundation, Superior Health Foundation, United Way of Dickinson County & Marquette, UP Health Systems Marquette & Portage, West End Health Foundation, and fundraising and donations from our community members.