

**JOB POSTING
INJURY PREVENTION PRESCRIPTION DRUG OVERDOSE COORDINATOR
FULL-TIME**

THIS IS A BARGAINING UNIT POSITION – AFSCME LOCAL 3759

Summary of Duties:

See attached job description.

Minimum Qualifications:

See attached job description.

Rate of Pay:

Starting hourly rate for this job classification is \$20.24 per hour. In addition, the employee 10% share of OPERS is paid for on behalf of the employee by the employer.

Hours per Week:

Full-time – 37 ½ hours per week.

Resumes can be submitted by e-mail, fax or through the U.S. Postal Service as follows:

E-mail to: ejanik@mahoninghealth.org

Fax to: (330) 270-0625

Mail to: Mahoning County Public Health
Attn: Human Resources Division
50 Westchester Drive
Youngstown, OH 44515

MAHONING COUNTY PUBLIC HEALTH

POSITION DESCRIPTION: Injury Prevention Prescription Drug Overdose Coordinator

POSITION DESCRIPTION

REVISED: October 2018

RESPONSIBLE TO: Deputy Director of Community Health

JOB SUMMARY: The Injury Prevention Prescription Drug Overdose Coordinator will manage the efforts of a multidisciplinary prescription drug overdose prevention coalition, conduct evaluation and data surveillance activities, and facilitate policy, systems, and environmental change strategies within Mahoning County.

ESSENTIAL FUNCTIONS:

1. Coordinate the programmatic and fiscal aspects of the local, state, and federal grants that support the work of multidisciplinary prescription drug overdose prevention coalition.
2. Maintain a multidisciplinary community coalition to reduce and prevent fatalities associated with drug overdoses.
3. Conduct an evaluation of the multidisciplinary community coalition to identify member information/involvement, coalition structure, function and communication; membership, sustainability, coalition challenges, strengths and aspirations.
4. Identify gaps in the multidisciplinary community coalition's membership based on results of the coalition evaluation and strategically recruit additional key stakeholders.
5. Use short term and intermediate outcomes data regarding prescription and distribution of opioid and benzodiazepines in Mahoning County.

6. Review overdose fatality cases and maintain the Overdose Fatality Review (ODFR) program in Mahoning County.
7. Maintain the Mahoning County Immediate Community Response Plan.
8. Assist local hospital systems to improve ICD 10 reporting into EpiCenter.
9. Encourage local health care systems and/or health care providers to adopt policy requiring the use of OARRS (Ohio Automated Rx Reporting System) within their practice.
10. Create evaluation measures on all of the programs implemented by the coalition. Track all measures and conduct an evaluation of the programs each year.
11. Facilitate the adoption of pain management guidelines within local health care systems and/or health care providers.
12. Expand community access to naloxone education and distribution programs.
13. Conduct outreach to school administrators to identify and implement prescription drug overdose prevention programs in high risk school settings within Mahoning County.
14. Present data findings through newsletters, surveillance reports, and oral and written presentations.
15. Serve on relevant local community and interagency committees. E.g., participates with management and staff for Continuous Quality Improvement (CQI), Strategic Planning, and Public Health Accreditation Board (PHAB) committees.
16. Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

Baccalaureate degree in nursing preferred but baccalaureate degree in a prevention related field of study considered. Previous experience in drug or alcohol prevention required. Ohio Certified Prevention Specialist preferred. Previous experience in project development project management and evaluation is preferred. Must be able to work with a multidisciplinary team; must be culturally, linguistically, and socially competent; must be able to work with diverse populations; must possess excellent verbal and written communication skills and the ability to utilize these skills when presenting to large or small groups. Competent in the use of Microsoft Office Suite (Excel, Word, Power Point); Valid driver's license and automobile liability insurance coverage.

POSITION CORE COMPETENCIES: Tier 2

Analytic/Assessment Skills

Policy Development/Program Planning Skills

Communication Skills

Cultural Competency Skills

Community Dimensions of Practice Skills

Financial Planning and Management Skills

Leadership and Systems Thinking Skills

*Core Competencies for Public Health Professionals, Council on Linkages Between

Academia and Practice.

http://www.phf.org/resourcestools/Documents/Core_Competencies_for_Public_Health_Professionals_2014June.pdf