

Coordinator, Substance Abuse Prevention Program
Alcorn State University

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Posted Oct. 7, 2025, set to expire May 10, 2026

Job Title	Coordinator, Substance Abuse Prevention Program
Department	Counseling
Institution	Alcorn State University Lorman, Mississippi
Date Posted	Oct. 7, 2025
Application Deadline	Open until filled
Position Start Date	Available immediately
Job Categories	Professional Staff Coordinator
Academic Field(s)	Health Services Counseling Services
Job Website	https://jobopps.alcorn.edu/postings/7848

Apply By Email

Job Description

The incumbent coordinates and implements ASAPP activities and monitors, assesses and evaluates the extent to which program goals and objectives are met.

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Knowledge Skills and Abilities

- Knowledge of best practices, techniques and other key information that is relevant to the primary prevention of substance abuse
- Knowledge of the area of substance abuse, including familiarity with evidence-based research on development, implementation and evaluation of substance abuse prevention programs
- Knowledge of federal, state and local laws, codes and regulations related to execution of job responsibilities/duties
- Knowledge of operational standards set by the MS Department of Mental Health/Bureau of Alcohol and Drug Services for substance abuse prevention projects
- Knowledge of the American Psychological Association Code of Ethics
- Excellent communication skills, verbal, written and interpersonal
- Excellent organizational skills
- Ability to develop and implement substance abuse outreach programs
- Ability to work well with youth, young adults and others who are recipients of services provided by Counseling Services
- Ability to evaluate and analyze program outcomes
- Ability to interpret applicable laws and regulations, including legal and ethical standards that impact substance abuse programs
- Ability to establish collaborative relationships with other substance abuse prevention agencies/organizations

Essential Job Functions

- Plans, develops, implements and evaluates substance abuse outreach programming to enhance the personal/wellness functioning of all participants
- Provides consultation for participants on substance abuse issues
- Works with relevant entities in the community to address the issues of substance abuse
- Establishes referral sources through networking and attendance at local/regional association meetings that promote substance abuse prevention
- Coordinates and conducts informational/educational workshops, support groups and/or focus groups that promote primary prevention in reducing risk for negative outcomes
- Demonstrates a clear understanding of and commitment to primary prevention, community organizing and planning, specifically in relation to daily functioning of the ASAAPP

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Qualifications

Bachelor's degree in Behavioral Health or related field.

Three (3) years' experience in a Substance Abuse Prevention Program.

Contact Information

Please reference Academickeys in your cover letter when applying for or inquiring about this job announcement.

Contact

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