

Prevention Specialist-Incarcerated Populations: The Center for Humanistic Change seeks a prevention specialist to coordinate, present and facilitate drug, tobacco and alcohol prevention education, and resiliency and life skills programs primarily for participants in the Lehigh County correctional center and jail. Other community settings will also apply. **Applicants must be fluent in Spanish.** Excellent judgment, attention to detail, and outstanding written and verbal communication skills, and proficiency in MS Office are required for this position. In addition to availability during normal business and school hours, applicants must be available to assist with occasional weekend and evening programs. **During COVID-19, candidates must be willing and able to provide programming on site as well as manage the ZOOM virtual program .** All applicants must have reliable transportation and the ability to do light lifting to transport files and other materials as necessary to/from the office and school. This position is expected to be a 12-month salaried, exempt position.

CHC is an equal employment opportunity employer. Employment decisions for all qualified applicants are based on merit and business needs, and not on the basis of actual or perceived race, color, citizenship status, national origin, gender identity or expression, sexual orientation, age, sex, religious creed, ancestry, physical or mental disability, marital status, veteran status, political affiliation or any other factor protected by law. CHC complies with the law regarding reasonable accommodation for handicapped and disabled employees.

APPLICATION PROCESS

Please email **resume and cover letter** to app@thechc.org. (Applications without cover letters will not be considered.) If your skills and experience are a good match for this position, you will be invited to interview with the Program Team. The interview process will require a 5-7 minute facilitation of a hands-on activity on a relevant life skill topic during a group interview session, followed by an individual interview. Additional information such as a writing sample or data entry sample may be required during the interview. Applications will be continue to be accepted on rolling basis until all openings are filled. ***Please indicate the position(s) for which you are applying in the email subject area.***