

**COUNCIL ON SUBSTANCE ABUSE-NCADD
PROJECT DIRECTOR, ALABAMA OPIOID ASSIST PROJECT**

The mission of the Council on Substance Abuse (COSA-NCADD) is to reduce the incidence and prevalence of the disease of alcoholism, other drug addiction diseases, and related problems.

The Project Director is responsible for the overall implementation of the Alabama Opioid Assist grant, a collaborative project with the Alabama Department of Public Health (ADPH) and the Council on Substance Abuse-NCADD (COSA-NCADD). Additionally, the Project Director is responsible for ensuring that all deliverables are completed by working with ADPH staff, supervising program staff and volunteers, monitoring and reporting on required performance measures. The Project Director should have previous experience in supervision and implementing federal and/or large scale grant funded programs.

CORE RESPONSIBILITIES

- Plan, direct, coordinate, and lead activities of the AOA project to ensure that goals, objectives and all other components of project are accomplished.
- Responsible for supervising of all staff and volunteers.
- Prepare project reports for ADPH, executive director, project staff and evaluator as needed.
- Coordinate with project staff to develop and submit press releases, public presentations of the work and web site development and content.
- Oversee budget, ensure financial accountability.
- Recognize and solve potential problems and evaluate project/program effectiveness.
- Network with local, regional, state and national agencies and other stakeholders.
- Perform other duties as assigned or required.

EXPERIENCE/EDUCATION/SKILL REQUIREMENTS

- Previous experience working in the alcohol and substance abuse field and/or EMS system.
- Master's degree in a human services discipline including but not limited to Behavioral Health, Psychology, Public Health, Public Administration.
- Ability to articulate recovery-oriented concepts for design and implementation strategies.
- Strong oral, verbal and written communication skills.
- A proven track record in coordination, collaboration and organizational skills.
- Ability to work independently and efficiently in a fast-paced environment.
- Strong computer skills.

PHYSICAL DEMANDS/WORKING CONDITIONS

- Regularly sits at a desk, drives a motor vehicle, and lifts or moves objects weighing up to 50 pounds
- Works for sustained periods of time maintaining concentrated attention to detail.
- Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.
- Flexibility and ability to work evenings and weekends as necessary
- Work requires 40-50% of travel using personal vehicle and a valid driver's license and proof of automobile insurance is required.

COMPENSATION: COSA-NCADD offers a competitive salary commensurate with experience and an attractive benefits package. Employment is contingent upon a satisfactory background check and drug test.

COSA-NCADD is an Equal Employment Opportunity/Affirmative Action (EEO/AA).