



JOB DESCRIPTION: Cannabis Prevention Project Manager (part-time)

Posted December 10, 2024

About the Position: Positive Directions-The Center for Prevention & Counseling is seeking a part-time Cannabis Prevention Project Manager motivated to make a positive contribution to our local communities by coordinating and implementing regional efforts to prevent youth cannabis use. The Project Manager will work closely with identified leads from the prevention coalitions of New Canaan, Norwalk, Weston, Westport, and Wilton to raise awareness, help prevent access to cannabis, and build regional capacity to address youth cannabis use. This is an 18-month grant-funded position.

Position Type: 12 hours per week for 18 months (Jan. 1, 2025- June 30, 2026)

Location: Hybrid position requiring both office/community hours and remote work

Reports to: Prevention Director

Responsibilities: The Cannabis Prevention Project Manager will:

1. Collaborate with coalition leads to establish and train a 5-town Cannabis Steering Committee that will meet regularly to develop a regional workplan, share data, and review progress;
2. Convene at least 3 Sector Summit Meetings over the life of the project, with support from the Steering Committee;
3. Develop a regional youth team, organize trainings for youth participants, and work with coalition leads to support youth awareness efforts;
4. Plan and conduct media campaigns to raise awareness about youth cannabis use, using state-developed Be In The Know materials, with support from the Steering Committee;
5. Work with the Steering Committee to develop an environmental scan strategy and implement the strategy in collaboration with the youth team and local coalition leads;
6. Provide resources (e.g., parent handbooks, educational materials, lockboxes, posters, rack cards) to coalition leads for dissemination to parents and retailers in their communities;
7. Support coalitions in work to provide parent education;
8. Participate in advocacy efforts related to state &/or school policies around youth cannabis use;
9. Participate in The Hub's Regional Cannabis Workgroup and meet regularly with local coalitions;
10. Gather data to monitor the project (evaluation forms, surveys, focus groups) and write reports.

Qualifications:

- Background in public health, behavioral health, community organizing, or youth development
- Master's degree preferred

- Experience working with youth a plus
- Experience leading meetings and trainings
- Demonstrated organizational skills
- Excellent communication skills, including outreach and relationship building with partner agencies
- Comfortable with social media, Canva, and other software tools

Compensation:

- \$35 per hour
- Paid time off
- Simple IRA if qualified
- Professional development opportunities

To Apply:

Please submit a cover letter and a copy of your resume to Margaret Watt, Prevention Director, at mwatt@positivedirections.org.

About the Agency:

Positive Directions-The Center for Prevention & Counseling is a nonprofit providing a range of mental health and substance misuse services, including community-based prevention, individual and family counseling, and recovery and peer support. Since our founding in Westport over 50 years ago, we have been recognized for our services to the mid-Fairfield County region, and our advocacy and young adult work extends statewide.

As an agency, we seek to build a diverse staff and to create a welcoming, inclusive, and supportive environment of service to one another, our clients, and the communities we serve. We prohibit all types of discrimination and harassment that relate to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.