

HC DrugFree: Keeping Howard County *in the KNOW!* ...knowledge is power, so just say KNOW



"Individually, we are one drop. Together, we are an ocean."

-Ryunosuke Satoro



Save the Date!

- June 2023: Happy Pride Month!
- June 14: Flag Day
- June 18: Father's Day
- June 19: <u>Juneteenth</u>
- July 17-27: Free Life Skills Classes for HoCo Students

New! HC DrugFree is Hiring

Part-Time: Outreach Assistant/Coordinator Position Start Date: July 1, 2023

HC DrugFree has an immediate opening for a part-time Outreach Assistant with potential for advancement to Outreach Coordinator. This position is ideal for a highly professional, energetic, and self-motivated individual, able to excel in a dynamic team environment. Currently, the position is primarily remote, but this is subject to change. Some in-person work is currently required for events.



We Are Looking For

- Strong verbal and written communication skills.
- Strong organizational skills.
- Proficient computer skills including Google Suite, Zoom, and Microsoft Office Suite (Word, Excel, and ability to learn/use PowerPoint, etc.) Some experience maintaining a website preferred.
- Comfort occasionally using social media platforms (Facebook, Twitter, Instagram, LinkedIn)

- Experience in solving problems and working independent of immediate supervision.
- Availability mostly in the daytime with some evening hours (approximately 2-4 per month) and an occasional weekend event.
- Positive, collaborative approach needed for a small close-knit team.
- Starting at 20 hours per week.
- Must be able to lift or move 15 pounds.
- Must have a current driver's license and own transportation to events in Howard County.
- Howard County resident preferred.

Responsibilities Include

- Teaching established course curricula.
- Developing or coordinating educational presentations for groups.
- Coordinating registrations for classes and events.
- Collaborating with other team members to advertise and recruit for classes and events.
- Representing HC DrugFree at community events.
- Recruiting and coordinating volunteers for events.
- Other tasks as needed.

Education

Bachelor's or Master's degree with work-related experience preferred. Excellent interpersonal, typing, and computer skills are a must for this position.

Start Date

July 1, 2023

Individuals with teaching and leadership experience are strongly encouraged to apply.

Apply Now

Download Job Description

July! College Students Wanted for Paid Virtual Position

<complex-block>

We are looking for college students raised in Howard County and available to assist online.

Do you know a college student considering a career in public health, education, drug & alcohol prevention, or who is interested in learning more about the inner workings of nonprofit organizations? How about a college student who is a good role model and likes working with younger students?

HC DrugFree is looking for responsible students to help with some of our programs. We offer a variety of opportunities to gain experience with the flexibility of working virtually from anywhere. Our experiences will also be a great addition to a resume, applications, and future job interviews.

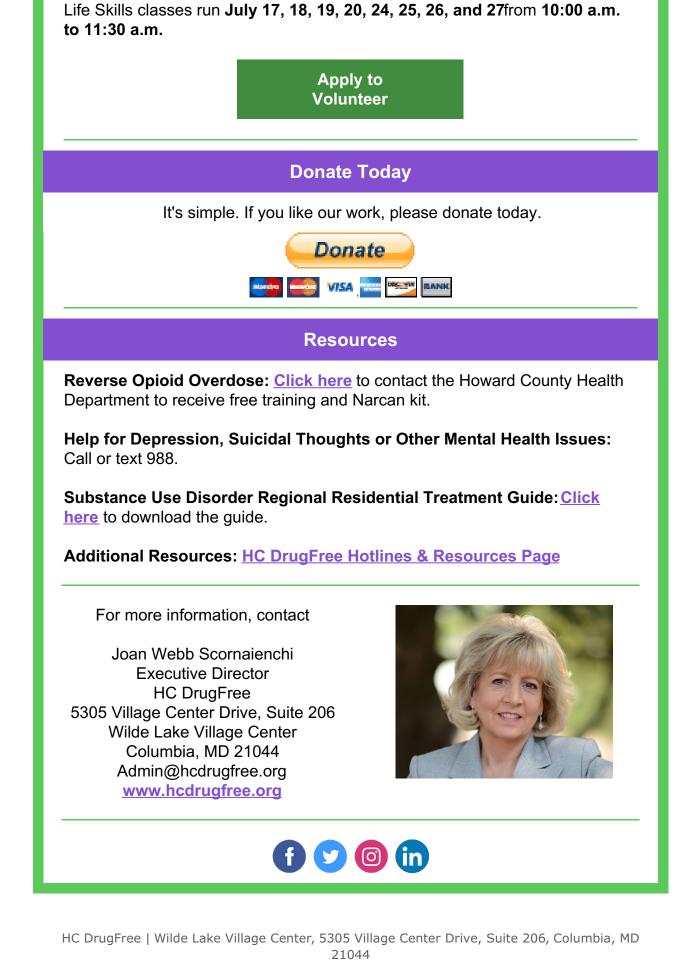
We are looking for college students to teach and/or assist with our Life Skills classes for middle school students **July 17, 18, 19, 20, 24, 25, 26, and 27** from **10:00 a.m. to 11:30 a.m.**

HC DrugFree plans to hire 2-3 college students for this paid opportunity.

Apply Now

High School Mentors for Life Skills Classes

Seeking **high school students in grades 9-12** to volunteer as student role models/mentors for our Life Skills classes geared toward middle school students. High school volunteers will be assisting our team of college student teachers and adult facilitators this summer. Along with the younger students, high school volunteers will learn a variety of practical skills by attending the classes, but in addition, they may earn community service hours and acquire valuable experience for future college and employment applications.



Unsubscribe joan@hcdrugfree.org

Update Profile |Constant Contact Data Notice Sent byjoan@hcdrugfree.orgpowered by



Try email marketing for free today!