



Job Title: Prevention Training Specialist

Department: North Carolina Training & Technical Assistance (NC TTA) Center

Job Type: Full Time

Location: Triangle Area, NC, with remote option available

Organization Type: Nonprofit

Salary Range: \$50,000 - \$55,000 annually, with a competitive benefits package

Summary

Addiction Professionals of North Carolina (APNC) seeks a dedicated, experienced Training Specialist to join our team. This role will be part of the NC Training and TA Center (NC TTA) operated at APNC. The specialist will play a critical role in shaping substance use prevention training and technical assistance services in North Carolina. This is an excellent opportunity for a passionate individual with a strong background in training and a commitment to workforce development in the substance use prevention field.

Responsibilities

- Attend substance use prevention-related trainings, virtually and in person.
- Create, coordinate, and facilitate training for state-funded prevention providers across North Carolina.
- Provide technical support to state-funded prevention providers as needed throughout North Carolina.
- Collaborate with the NC Department of Health and Human Services and other statewide partners to build support for the prevention provider system.
- Prepare reports, training materials, newsletter content, and email correspondences.
- Represent APNC's NC TTA Center during statewide, quarterly, and regional meetings.
- Provide expertise and guidance to APNC staff, providers, and state partners.
- Maintain up-to-date knowledge of evidence-based programs, practices, policies, and emerging trends in substance use prevention.

Required Qualifications

- Bachelor's degree in Public Health, Health Promotion, Social Work, Psychology, or a related field, or at least three years of related experience.
- Excellent written and verbal communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Proven ability to build and maintain relationships with diverse stakeholders.
- A skill to grasp new information quickly.
- Passion and commitment to APNC's mission and values.

Preferred Qualifications

- Master's degree in Public Health, Health Promotion, Social Work, Psychology, or a related degree with working knowledge of the SAMHSA prevention strategies.
- Certified Prevention Specialist (CPS).
- Understanding of North Carolina's state-funded Substance Use prevention provider services system.

NOTE: Must be willing to travel 50% of the time within North Carolina.

This job description conveys the general nature and level of work expected for this role. It is not intended to be an exhaustive list of all responsibilities, duties, and skills required. APNC reserves the right to modify, add, or remove duties and responsibilities as necessary. APNC provides a competitive salary and generous benefits. Our staff enjoys a high-quality, diverse work environment with flexible scheduling.