

THE NAVAJO NATION
Department of Personnel Management
JOB VACANCY ANNOUNCEMENT

REQUISITION NO: DPS0788147

Date Posted: 09/09/13

POSITION NO: 943326

Closing Date: 09/20/13

CLASS CODE: 3740

POSITION TITLE: PREVENTION SPECIALIST

DEPARTMENT NAME: Department of Highway Safety

DEPARTMENT NO: 78 WORKSITE LOCATION: Window Rock, AZ

WORKS DAYS/HOURS: POSITION TYPE: GRADE: R63A

Days: Monday-Friday

Permanent:

SALARY:

Hours: 8:00 a.m.-5:00 p.m.

Temporary:

Duration: Full-Time \$ 34,944.00 Per Annum

Part-Time:

No. of Hrs/Wk: 40 \$ 16.80 Per Hour

DUTIES AND RESPONSIBILITIES:

Promotes the injury prevention traffic safety initiatives specifically with DUI/DWI Campaigns, Child Passenger Safety, Seatbelt Safety, etc. to communities throughout the Navajo Nation. Sets up prevention presentations and activities at the schools and community events on seatbelt safety, distracted driving (cell phone usage), DUI/DWI Awareness, Binge Drinking by utilizing intervention strategies. Coordinate Child Passenger Safety Technician's Courses for Law Enforcement Officers, EMTs, Firefighters, CHRs, IHS Personnel throughout the Navajo Nation to instill Child Passenger Safety Law requirements of the Navajo Nation and neighboring states. Coordinate DUI, CPS and Seatbelt Checkpoints throughout the Navajo Nation with Law Enforcement. Conduct Seat Belt Surveys throughout the Navajo Nation. Initiative Marketing Campaigns through media outlets including television, radio, print, etc. on all traffic safety initiatives.

QUALIFICATION REQUIREMENTS:

Education and Training:

Bachelor's Degree in Psychology, Social Work, Counseling or a related field; and

PREFERRED: Bachelor degree in Public Health, Counseling, Marketing and Media, Education or related field.

Experience:

Two (2) years of substance abuse counseling experience; or an equivalent combination of education, training and experience which provides the capabilities to perform the described duties. **PREFERRED:** Two (2) years education, training and experience in public and health programs, marketing or related field.

(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with the employment application)

Special Knowledge, Skills and Abilities:

Skills in conducting presentations, educating the general public, compiling information to build strong marketing campaigns geared towards the communities, schools, educators, etc. throughout the Navajo Nation. Computer knowledge, cameras, projectors, etc. is preferred. Strong presentation skills is a must.

License/Certification Requirements:

Valid State Driver's License and Navajo Nation Motor Vehicle Operator's Permit. Certification in: Child Passenger Safety Technician, Injury Prevention, or other public health courses.

VETERANS' PREFERENCE APPLIES

THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.

Revised: 1-15-99