

PROJECT COORDINATOR

Join Our Team!

➤ Responsibilities:

* Tracking Policies

- Coordinate with Alliance members and elected officials to stay abreast of legislation pertaining to mental health and substance use disorder.
- Co-facilitate task teams as needed.
- Advocate for and educate on evidence-based practices and community programs for spending opioid settlement funds.

* Teen Court

- Facilitate monthly meetings with Teen Court coordinators.
- Act as the liaison between the Executive Director, Teen Court coordinators, and the Alliance's partnering agency.

➤ Requirements:

- 2+ years of higher education
- Work or volunteer experience in advocacy, criminal justice, political science, and/or public policy
- Reside in West Virginia or neighboring state
- Strong verbal and written communication skills AND be a self-starter
- Access to a stable internet connection



Compensation: \$1,000/month paid via ACH Transfer or Check

Schedule: Flexible, 8 - 10 hrs. per week

The duration of this contract is for **SEVEN MONTHS** with the potential to become a permanent position. If using this opportunity to supplement your income, the schedule will be as flexible as possible.

This is a remote position with occasional travel (<5%). All travel expenses will be covered by WV Hope in Action Alliance.

Eligible candidates must send a cover letter, resume/CV, and 3 professional references to director@wvhiaa.org.

☎ 304.207.0226

✉ director@wvhiaa.org

🌐 wvhopeinaction.org

📍 West Virginia, USA