



Suicide Safety in Schools, Mental Health Educator

Contact Community Services is a non-profit community agency located in East Syracuse, NY. We provide a variety of services that support the social, emotional, behavioral, and mental health of children, youth and adults. Our Crisis Services Division answers over 100,000 calls annually and provides supportive listening, crisis counseling, and crucial connection to local health and human services programs.

This individual will schedule and facilitate all trainings related to the SSIS/MH Program and collect, evaluate, and report project data. Additionally, this individual provides support to director, assistant director, coordinators, and managers of School Services programs.

Qualified individuals will:

- Bachelor's degree in educational, behavioral, or other related human service or health field required. Master's Degree preferred. Candidate should have: a minimum of one year experience delivering trainings or workshops.
- Attend ASIST T4T to become registered ASIST trainer and other Suicide Prevention Train the Trainer Trainings.
- Schedule and deliver ASIST, Suicide Safety for Teachers, More Than Sad, Seize the Awkward, QPR and other Suicide Prevention and Mental Health workshops.
- Develop and deliver mental health education and promotion programs, including training workshops, conferences, and school or community presentations.
- Develop and maintain cooperative working relationships with school districts, agencies and organizations interested in suicide prevention and mental health care.
- Prepare and deliver suicide customized prevention and general mental health trainings for agency, school and community members.
- Prepare and distribute mental health education materials, such as reports, bulletins, and visual aids, to address suicide prevention and other mental health concerns.
- Document activities and record information, such as trainings completed, presentations conducted, and persons assisted.
- Document workshop participant satisfaction through notes, feedback, data collection/entry and analysis.
- Collect, analyze, and report school/community Suicide Prevention and Mental Health workshop outcome data and compile monthly and quarterly reports as required by funders.
- Report monthly data to track outcome progress.

Job requirements include but are not limited to:

- Demonstrated capacity to provide educational trainings to community-based participants.
- Proficient presentation and public speaking skills, robust oral and written communication skills, strong organizational skills, excellent time management, strategic planning skills, responsible and reliable attention to detail.
- Ability to exercise good judgment and decision-making skills, particularly in crisis situations, knowledge of community resources and proficient computer skills including Excel.
- Able to work independently as well as with others to support the program/department. Ability to prioritize, organize, and proofread to ensure accuracy.

To be considered, please submit your cover letter, resume, and employment application to HR@contacsyracuse.org.

Contact Community Services, Inc. is an Equal Opportunity Employer. Qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, sexual orientation, gender identity, disability, or protected veteran status.