



## **Assistant Director of SAFE Campuses, Student Development Programs**

### **Overview**

Stop the Addiction Fatality Epidemic (SAFE) Project is a national 501(c)3 nonprofit working through a collaborative, multi-pronged and non-partisan approach to end the nation's catastrophic addiction epidemic. Founded in November 2017, SAFE is designed to attack the addiction fatality crisis with a robust and comprehensive approach around six distinct lines of operations. SAFE Project believes that the addiction crisis cannot be resolved without an orchestrated effort to engage in Family Outreach and Support, Public Awareness, Full Spectrum Prevention, Treatment and Recovery, Prescription Drugs and Medical Response, Law Enforcement and Criminal Justice. With the strong leadership of our Founders and a highly experienced and driven Board of Directors, SAFE Project implements each of these lines of operation through four distinct initiatives – SAFE Communities, SAFE Campuses, SAFE Veterans, and SAFE Workplaces.

SAFE Project is seeking an Assistant Director of SAFE Campuses, Student Development Programs. The SAFE Campuses team provides developmental assistance to support the needs of students in recovery and collegiate recovery communities. The Assistant Director is responsible for managing and growing a portfolio of student development programs, including an established national collegiate fellowship program and our internship program. Key duties will include strategic planning, relationship development, student recruitment, budget management, program evaluation, and student development.

Nearly half a million college students identify as in recovery from alcohol or drugs, and at least 12.52% of current college students meet the criteria for a significant substance use disorder. The American college campus has traditionally been a hostile space for those recovering from addiction; decades of research illuminates an entrenched culture that celebrates and normalizes risky substance use behaviors. We are on a mission to change the narrative surrounding campuses and substance use by championing recovery-informed policies, practices, and spaces. Join us in our work to empower students in their health and wellness: there is no time to lose.

### **Key Responsibilities**

- Develop transformative learning experiences for students in recovery and their recovery allies.
- Manage and grow the portfolio of student development programs aimed at wellness promotion and/or the normalization of addiction recovery on campus. Established programs include our Collegiate Recovery Leadership Academy (CRLA) and the Internship Program with SAFE Project (Fall, Spring, and Summer). New initiatives could be developed to include (but are not limited to) holistic student wellness, formerly incarcerated student populations, community colleges, NCAA athletics, Greek Life, Residence Life, and more.
- Create and enact strategic recruitment plans to attract qualified student applicants and engage new-to-SAFE schools and partners.



- Design and manage student-centered educational content, trainings, and supporting documents, with support of Campuses team.
- Add depth to processes around engaging stakeholders (including students, working group leaders, and mentors) within Student Development portfolio.
- Manage budgeting cycle for portfolio of Student Development programs.
- Implement evaluation process of student development programming with a focus on tangible outcomes and student experience.
- Create professional development opportunities for students and interns that align with organizational needs and goals.
- Co-supervise up to two student staff positions.
- Perform other duties and responsibilities as assigned or directed by the Senior Director, SAFE Campuses and SAFE Project, Executive Director. This may include attendance of and participation in required training for the role.

## Requirements

- **Bachelors' degree or 3-5 years equivalent relevant experience.**
- 3+ years of proven experience in project or program development.
- Familiarity and/or personal experience with principles of behavioral health, harm reduction, and addiction recovery.
- Genuine interest in developing students through impactful programming and mentorship.
- Commitment to promoting diversity, equity, and inclusion among student cohorts.
- Strong attention to detail.
- Excellent interpersonal and communication skills.
- Experience championing process improvement initiatives and ensuring they meet business needs.
- Ability to plan around multiple priorities and meet tight deadlines.
- A team player with a demonstrated ability to work well on a small, highly collaborative team with a national scope.
- Ability to travel domestically with overnight stays (less than 5%)
- Prior experience in fundraising is preferred.
- Prior experience in human development, higher education, student programming, or other academic settings is preferred.

***\*People in recovery encouraged to apply\****