



## POSITION DESCRIPTION

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| <b>Job Title:</b>     | Deputy Director, SAFE Communities               |
| <b>Position Type:</b> | Full-Time, Salaried                             |
| <b>Location:</b>      | Remote  |
| <b>Salary Range:</b>  | \$65,000-\$85,000, commensurate with experience |

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.

Nearly 110,000 people died from an overdose in 2022 alone—the highest number of overdose deaths ever recorded. With stigma remaining as the #1 barrier for people seeking help, SAFE Project is on a mission to inspire action, create change, and ultimately, save lives.

SAFE Project seeks an experienced professional in a new role to support the SAFE Communities initiative in its mission to help communities across the United States in systemically reducing the impacts of substance use disorder.

### Position Overview

Under the supervision of the Senior Director of SAFE Communities, the incoming Deputy Director will collaborate with various community stakeholders and individuals affected by the epidemic. Their primary focus will be on creating bottom-up solutions to combat the epidemic. This will involve the creation, coordination, and oversight of training and technical assistance initiatives aimed at professionals working in the field of substance use disorder.

### Primary Responsibilities

- In collaboration with SAFE Project team members and partners, oversee SAFE Project's *Bridging Prevention and Recovery* and *Integrated Forensic Peer Recovery Specialists* training series from planning and promotion through execution and analysis.
- Act as the ongoing liaison for a network of certified trainers who have completed SAFE Project's training, which involves organizing quarterly Learning Collaborative sessions to facilitate peer-to-peer learning and managing the various needs of these trainers as they implement training programs nationwide.
- Provide project management and accountability to ensure the portfolio's programs and projects are delivered on time and within scope.
- Support the portfolio's regular planning and reporting efforts in collaboration with the Senior Director of SAFE Communities.
- Assist in new program development, as well as the growth and scale of the portfolio's programs, trainings, and projects.
- Conduct community outreach, build new community relationships, and leverage opportunities to mobilize community partners in the field.



- Lead technical assistance efforts and regularly capture progress to improve community outcomes and enhance organizational collaboration, strategy, and performance.

Success in this role will be determined by demonstrating a keen understanding of the complexity of community strategic response efforts; effectiveness of technical assistance delivery; the number, quality, execution, and satisfaction of facilitation and training; collective management of certified trainers; and ability to make adjustments in trainings and programs based upon feedback and analytics.

### Primary Qualifications

- Community direct service work or diverse community-based behavioral health background required, preferable experience managing people and/or groups.
- Strong organizational communication skills required.
- A keen ability to grasp the big picture while simultaneously drilling down to the details.
- Project management experience required.
- Experience facilitating training is preferred.
- Bachelor's degree in related fields of public health, public policy, public administration, behavioral health, or 8+ years experience required. Master's degree preferred.
- **Individuals in recovery and/or certified peer recovery specialists are strongly encouraged to apply.**

We are a purpose-driven organization that is responsive to the immediacy of this crisis. As a staff, we are diverse in experience and perspectives, but we share similar values of inclusivity, collaboration, flexibility, and innovation. The ideal candidate is mission-oriented, a self-starter, and critical thinker who is able to influence change and remain adaptable to dynamic circumstances and environments. Some overnight travel may be required and is estimated to occur approximately 2-3 times per year.

SAFE Project recognizes the impact that poverty, racism, trauma, discrimination, and other social inequities has had on the addiction fatality crisis. As an organization, we believe the solutions to these crises will come from working alongside those most impacted. As such, we encourage applications from members of the recovery movement, historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ community members, justice-involved and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community.

Interested candidates should send their resume and cover letter to [careers@safeproject.us](mailto:careers@safeproject.us).