

The Partnership for a Healthy Mississippi is recruiting for a YOUTH PROGRAMS COORDINATOR- RAT (K-6th)

What is RAT?

RAT® (Reject All Tobacco) is the only tobacco-free campaign in the country created especially for children in grades K-6. RAT® empowers elementary students to make healthy lifestyle decisions by educating them on the dangers of tobacco and other harmful substances. In addition to prevention education, the program provides opportunities for youth to develop teamwork, communication and other critical life skills

What we are looking for:

- Outgoing personality
- Ability to multi- task
- Self-motivated/creative thinker
- Exceptional written and oral communication
- Ability to submit work/projects in a timely manner
- Work in partnership and support team members for the department
- High standard of integrity with a passion for helping Mississippi's youth to live healthier lifestyles and committed to the RAT® brand/value
- Excellent work ethic
- Attention to detail
- Great leadership & organizational skills

Experience/Skills Needed:

- Develop and execute smart, effective, and strategic goals and objectives for Youth Programs;
- Work with students, young adults, and adults to implement tobacco control efforts in schools/communities across the state;
- Organize, travel (with some overnight travel required) and execute youth program events (trainings, presentations, conferences, health fairs, contests, etc.) in schools/communities across the state;
- Recruit, train and manage students/young adults to serve on performance groups, advisory boards, and campaign event team, etc.;
- General knowledge of dance and choreography in order to monitor the quality for the overall development of the RAT Troupe dance team program;
- Recruitment and development of quality individuals with dance/theatre ability;
- Develop and create educational information for activities, presentations, newsletters, curriculum, etc. that will engage youth in and out of schools;
- Submit required documentation (performance agreements, scholarship application, background checks, and additional support materials, etc.), as required;
- Research cutting edge materials, programs and other ways to interactively engage with youth;
- Work with Graphic Designer on social media outlets, website updates, program incentives, etc. to support youth programs campaign(s);
- Assist with program budget development, strategic spending, and complete purchase orders in a timely manner;
- Develop, collect, and enter evaluation needs and grant requirements in a timely manner;
- Offer statewide technical assistance to coalitions, other public health organizations, PHM, as needed and requested;
- Good working knowledge of Microsoft Office and/or willingness to learn Adobe InDesign, Illustrator, Photoshop, Corel Draw, as needed.
- Ability to lift 40 plus pounds;
- Ensure all program related/print materials are edited and approved by Youth Programs Director prior to sending to grantor for final printing;
- Report any problems with show equipment, execution plans, etc. to Youth Programs Director and/or appropriate PHM staff.
- Must be creative with excellent skills in presenting to large audiences.
- Work well under pressure with the ability to troubleshoot performance/presentation problems.

Your Experience Should Include: A minimum of a Bachelor's degree (Master's Degree preferred); Three (3) years of experience in health/education, program/brand development, community health, or related professional experience. A clean driving record and background check is required for this position as the candidate will be driving a small bus. Candidate should be a non-tobacco user.

Travel: Statewide travel is required along with some overnight and weekend travel.

Benefits: Health Insurance (Eye and Dental policies, are optional)
401k optional (after one complete year of employment)

Submit Resume and cover letter via this site: In your cover letter, please include an explanation of why your experience is specifically relevant to The Partnership for a Healthy Mississippi's youth-led tobacco prevention program and the organization's mission. This letter should include specifics about your personality, career goals, and best qualities.