



**Job Title:** Open Doors SUD Trainer

**Employment Status:** FTE Hybrid/Remote

**Position Summary:**

The Open Doors SUD Trainer plays a pivotal role in ensuring the effective delivery of training and support to communities. This role is essential for fostering awareness, understanding, and knowledge about behavioral health issues and preventative and early intervention techniques among adult Californians who regularly interact with youth. The SUD Trainer will be the linchpin for developing and evaluating curricula that address community needs and interests, thereby enabling impactful conversations that foster wellbeing and inspire hope. This position demands a high level of expertise in behavioral health, strong communication skills, and a proactive approach to community engagement.

**Duties/Responsibilities:**

- Help develop and design training materials to address community needs and interests. Ensure the curricula incorporate the latest research and best practices in behavioral health, substance use disorder prevention, and early intervention techniques.
- Adapt training content to be culturally sensitive and inclusive.
- Conduct engaging and informative training sessions for adults who interact with youth.
- Facilitate discussions and activities that promote understanding and application of the training content.
- Assess the impact of training sessions through participant feedback, surveys, and other evaluation methods.
- Analyze evaluation data to identify areas for improvement and make necessary adjustments to the curricula.
- Report on training outcomes to stakeholders and suggest strategies for enhancing future trainings.
- Identify and respond to community needs and interests related to behavioral health and substance use disorder prevention.
- Participate in community events and forums to raise awareness about the importance of behavioral health and early intervention.
- Provide ongoing support and resources to training participants to ensure they can effectively apply what they have learned.
- Develop and disseminate educational materials and resources that reinforce training content.
- Keep up-to-date with the latest developments in behavioral health, substance use disorder prevention, and early intervention.
- Prepare reports and documentation required by the organization or funding agencies.
- Manage training schedules and coordinate logistics for training events.
- Participate in peer reviews and seek feedback to improve personal performance and training effectiveness.
- Mentor and support new trainers or volunteers involved in the program.



**Qualifications:**

**Education and Experience:**

- Equivalent to a bachelor's degree from an accredited college or university with major coursework in public administration, behavioral health, or a related field.
- Three (3) years of experience in health services administration, community organizing, behavioral health, curriculum development, training, or related field.

**Personal Qualifications:**

- Proven knowledge in behavioral health, substance use disorder prevention, and early intervention techniques.
- Excellent verbal and written communication abilities, with experience in leading engaging training sessions and facilitating discussions.
- Ability to adapt training content to be culturally sensitive and inclusive, with experience working with diverse communities.
- Demonstrated ability to identify and respond to community needs, and actively participate in community events to raise awareness.
- Proficient in assessing training impact through evaluation methods, analyzing data, and making necessary curriculum adjustments.

**Compensation:**

Although primarily remote, working in the Sacramento office when needed is required.

The California Association of Alcohol and Drug Program Executive, Inc. is committed to diversity and inclusivity in its workforce. We actively encourage applications from individuals of diverse backgrounds, including people of color, those with bilingual and bi-cultural proficiencies, and members of the LGBTQ+ communities. As an equal opportunity employer, we value and respect the richness that diverse perspectives bring to our organization.

**Contact:**

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