



LUZERNE INTERMEDIATE UNIT

368 Tioga Avenue
Kingston, Pennsylvania 18704-5117

Dr. Anthony Grieco
Executive Director

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Elizabeth Krokos
Assistant to the Executive
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Business Manager

Ty Yost
Assistant to the Executive
Director for District Services

Ronald Musto
Personalized Academy of
Learning

Jennifer Runquist
Behavioral Health

Joseph DeLucca
Administrative Services

Date of Notice: February 9th, 2024

Job Title: Full-Time Project AWARE Liaison

Location: Travel between schools

Reports To: Project AWARE Coordinator

Terms of Employment: Full-time Act 93

Qualifications: Minimum requirements of a Bachelor's Degree with experience working with children and families; Experience facilitating meetings, running trainings, and offering support to district staff.

Application Process: See "Request for Position" below

Please submit cover letter, resume and application (www.liu18.org), and three letters of reference to:

Angela Federici-Manumpahi, HR Coordinator
Luzerne Intermediate Unit #18
368 Tioga Avenue
Kingston, Pa. 18704

POSITION DESCRIPTION

- POSITION:** Project AWARE Liaison (12 month employee)/grant-funded position until December 2026
- QUALIFICATIONS:** Bachelor's Degree in a clinical or educational discipline such as social work, psychology, special education, nursing, rehabilitation or activity therapies. Experience working with children and families. Experience facilitating organizational meetings.
- REPORTS TO:** Project AWARE Program Manager/Director of Behavioral Health
- LOCATION:** 368 Tioga Avenue, Kingston, Pa 18704
- JOB GOAL:** To enhance suicide prevention/education within the Luzerne County area through training facilitation, consultation, and collaboration with identified school district personnel

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Provide training to district-level staff members on mental health screenings, as well as, other trauma-informed programs.
- Complete student mental health screenings as needed.
- Collaborate with other members of the Project AWARE team to support meeting the required goals and objectives.
- Enter student data on a daily basis into the bhworks data collection program. Ensure all data is entered by the 10th of the succeeding month for reporting purposes.
- Provide training and consulting to school districts and partners within the Project AWARE regions.
- Support the implementation of the three-tiered public health model for Project AWARE
- Submit service providers and districts in the utilization of the Resource Connects site.
- Support program sustainability efforts and seek opportunities to expand the effectiveness of the project.
- Provide ongoing evaluation of the program to provide data for program improvement.
- Assume additional duties as assigned by the Project Director or as required for Project AWARE compliance.
- Provide training to students on suicide prevention and mental health awareness
- Participate in Zoom meetings with various entities, i.e. FindHelp, bhWorks, Aavidum, etc.

2. Other

- Responsible for all other duties assigned by the Project AWARE Program Manager or Director/Assistant Director of Behavioral Health.

This job description in no way states or implies that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job-related instructions and to perform any other job related duties requested by their supervisor.

TERM OF EMPLOYMENT:

1. Salary and work year to be established by the Board.

In accordance with state and federal law, reasonable accommodations will be considered upon employee request.