



PAREnT Project Coordinator

About Us

The **Massachusetts Organization for Addiction Recovery (MOAR)** (www.moar-recovery.org) is a 501c3 organization which brings together recovering individuals, families, and friends as a collective voice to educate the public about the value of recovery from addiction. MOAR strives to be the “Faces and Voices of Recovery – Visible, Vocal, Valuable.”

The **Parents in Addiction Recovery Engaging Together** Project, or **PAREnT Project**, is a MOAR project that supports low-income families in early recovery who, because of addiction, have mandated child welfare and/or justice engagement. This peer directed recovery support program prioritizes underserved and marginalized communities, including people of color. The PAREnT Project is funded by a SAMHSA’s Building Communities of Recovery (BCOR) grant and is informed by multi-sector workgroups in Worcester and Hampden counties. The PAREnT Project is beginning the final year of a three-year term (2021-2024).

Position Overview

The PAREnT Project Coordinator oversees the planning and management of the PAREnT Project including stakeholder and participant engagement, staff coordination, partnership collaboration, and program evaluation. The coordinator will partner with local recovery community organizations (RCOs), MOAR Regional Coordinators, and local and state project partners in Hampden and Worcester counties to implement Peer Recovery Support Services (PRSS) for Department of Children and Family (DCF) and justice-involved families. This is a full-time, 40 hours/week role reporting to the Project Director/MOAR Executive Director.

Responsibilities

- Manage the PAREnT Project workplan and oversee the timely implementation of the activities to meet the Project’s goals, including preparing for and hosting meetings, monitoring and improving Project policies and procedures, clarifying roles and responsibilities, and troubleshooting and addressing obstacles impeding success
- Monitor the delivery of PAREnT Project program elements, including program intake, data collection, service delivery, and recovery coach supervision and mentorship
- Ensure Project planning, implementation, and communication are culturally-reflective utilizing Cultural, Linguistic, Appropriate Standards (CLAS) and Diversity, Equity, and Inclusion (DEI) principles
- Convene multi-stakeholder workgroups to inform the PAREnT Project, including coordinating logistics, developing agendas with partners, facilitating meetings, and following-up with workgroup members on required next steps
- Support development of curriculum and implementation of Trainers of Trainers for recovery coaches

- Work with Diversity, Equity, and Inclusion (DEI) Consultant to enhance training and to expand the use of culturally-responsive PRSS in local Counties and statewide
- Schedule addiction recovery and PRSS education for Project partners
- Work with the Project Evaluator to ensure compliance with the data collection requirements
- Participate in routine Project meetings with the Project Evaluator and Project Funders to share progress and discuss lessons learned

Qualifications

- Lived experience in personal recovery for a minimum of two years; lived experience with DCF and/or the criminal justice system also beneficial
- Bachelors degree in a related field, such as Human Services, or equivalent experience organizing and providing support services in the peer addiction recovery community
- 3-5 years of project management experience
- Demonstrated commitment to diversity, equity, and inclusion (DEI) and supporting underserved communities
- Experience engaging and convening multiple stakeholders
- Ability to adapt to and manage organizational change and handle multiple tasks/assignments simultaneously
- Must be highly organized with excellent verbal and written communication skills
- Must have strong meeting facilitation skills
- Experience or ability working remote with limited supervision and direction
- Proficient in Microsoft Outlook, Excel, Word, Adobe Acrobat, PowerPoint, Zoom
- Knowledge of substance use disorders, Peer Recovery Support Services (PRSS), and recovery pathways

Additional Requirements

- Bilingual (English/Spanish) preferred
- Experience with motivational interviewing
- Ability to travel as needed – less than 25% of the time and within expectations of BCOR FY21 grant

MOAR will not discriminate in its employment practices due to an applicant's race, color, religion, sex, national origin or ancestry, age, sexual orientation, gender identification, genetic information, veteran or disability status, or any other factor prohibited by law.