



Southwest Regional Mental Health Board, Inc.

Position Description: Young Adult Project Coordinator (part-time)

The Southwest Regional Mental Health Board, Inc. seeks a dynamic project coordinator with excellent management, social marketing, and communication skills for the Young Adult E-Engagement project (“YA Project”). This project’s goal is to support teens and young people in their search for mental wellness through a website and associated social media providing information and advice, videos, and peer support.

NOTE: This position is PART-TIME through the end of September 2015. The position is based in Norwalk, Connecticut.

Project Background

Young adults often struggle with the many transitions they face, from graduating from high school to leaving home to starting college; searching for a job, living with roommates, or setting up an apartment; coping with relationships, identity, or sexuality issues; and more. Many young adults experience anxiety, depression, or other mental illness, or misuse alcohol and other drugs in an attempt to cope, yet only 11% access behavioral health services as a support.

In response, the CT Department of Mental Health and Addiction Services funded the “Young Adult E-Engagement Project” (aka YA Project) to determine how technology could be used to provide guidance and engagement to young people in need. This project, which is managed by Southwest Regional Mental Health Board (Norwalk, CT), was designed and developed entirely based on input from young adults. Based on feedback, focus groups, and interviews with young people throughout Connecticut, the YA Project launched the **TurningPointCT.org** website in September 2014.

The project goals through the end of September 2015 are to promote awareness of this resource and to develop an associated service locator map.

Responsibilities of Position

The Young Adult Project Coordinator works closely with the TurningPointCT.org Social Media Writer and is supervised by SWRMHB’s Executive Director. Duties include:

- Organizing and participating in project meetings with steering committee and advisory group
- Coordinating work and communications with project staff and contractors
- Communicating with and presenting to colleges and other target markets to promote the website
- Planning and managing social marketing campaigns aimed at increasing traffic to the website
- Identifying ways to ensure SEO optimization of the website, including writing and editing content

- Serving as an active social media moderator and member of the discussion forum
- Preparing monthly reports
- Additional communication and/or administrative activities, as needed

Qualifications

- Demonstrated organizational/project coordination skills
- Demonstrated success with social marketing (increase traffic, page rankings)
- Ability to set priorities and meet deadlines
- Strong writing and interpersonal skills
- Experience and/or education in young adult behavioral health strongly preferred
- Own transportation – occasional travel to other parts of the state

Schedule

- 15 hours per week

Organization Background

The mission of Southwest Regional Mental Health Board, Inc. (SWRMHB) is to ensure a high-quality behavioral health system that promotes recovery and wellbeing for the residents of Southwestern Connecticut. SWRMHB is a private, non-profit organization, created by state statute to represent and advocate for the behavioral health service needs of southwestern CT. SWRMHB's mandate is to assess local needs for behavioral health services; evaluate programs that receive public funding; and serve as a citizens' advisory group to the state.

Southwest Regional Mental Health Board, Inc. is an Equal Opportunity Employer and actively seeks a diverse pool of applicants.

Response

Please email resume and cover letter to Margaret Watt at mwatt@swrmhb.org. No phone calls please.