



## **A.S.A.P. of Catawba County Member Job Description**

### **General Description**

The mission of Alcohol and Substance Abuse Prevention (ASAP) of Catawba County is to prevent and reduce underage drinking and substance abuse through community involvement. Members of ASAP will develop and implement plans to attain goals and objectives designed to achieve the mission. To do that, members will participate in identifying, promoting, and coordinating community-based strategies that encourage the prevention and reduction of underage substance abuse in Catawba County.

### **Expectations**

- Attend 8-12 ASAP meetings annually (full coalition meetings and/or subcommittee meetings as needed)
- Serve as a member of at least one subcommittee
- Participate in the identification, selection, and promotion of innovative strategies, programs and activities related to ASAP's goals and objectives.
- Develop action plans to achieve stated goals and objectives
- Help to coordinate programs and identify resources for maximum impact
- Develop mechanisms for evaluating and monitoring ASAP's progress
- Participate in the development of the ASAP's sustainability plan
- Promote ASAP's mission where and when opportunities arise in the community
- Serve as a liaison to member's organization
- Identify other community partners
- Membership status to be reviewed annually

### **Personal Qualities**

- Commitment to preventing and/or reducing underage substance abuse among Catawba County residents
- Knowledge relevant to ASAP's mission
- Ability to work effectively with diverse individuals and groups

### **Serving as a member of the coalition will provide members with opportunities to:**

- Broaden your knowledge about the community in general and substance abuse in particular
- Gain new experiences and skills
- Increase communication skills
- Network with other community professionals