

**RUSSELL COUNTY, VIRGINIA  
DRUG COURT PROGRAM**

Drug Court Alumni Specialist  
Lebanon, Virginia  
August 24, 2021

**About the Position:** The Drug Court Alumni Specialist position must be in stable, sustained recovery and must be a graduate of the Russell County Drug Court Program.

**Responsibilities:** Hours must be flexible to accommodate occasional evening or weekend coverage. Duties are prioritized each week based on program needs. Duties include, but are not limited to, model and assist with long term recovery planning; facilitate a monthly alumni support group; serve as liaison to the Drug Court Program, recovery community, and community at large; provide peer to peer support and mentoring for alumni post discharge; link alumni to recovery resources; advocate for alumni post discharge as directed/approved by immediate supervisor; organize sober activities; help prepare participants for graduation; identify potential adjustment issues for recent graduates; conduct outreach contacts post discharge; model authentic peer to peer support as a successful Drug Court graduate; and serve as a positive role model for participants in all Phases with message that change and recovery are possible, esp. for participants who may be struggling.

Selected candidate should have the ability to relate well with people and must possess tact, courtesy, integrity and good judgement.

While performing the duties of this job, the selected candidate is frequently required to sit, use hands to handle or feel objects, tools or controls; and reach with hands and arms. The employee is required to walk, talk and hear. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus and make visual observations of clients.

**Qualifications:** Applicants must have reliable transportation and be a United States Citizen.

**Travel:** The position is based in Lebanon, Virginia. Travel outside of Russell County, Virginia, will not be required.

**Type of Position:** This is a part-time grant funded position.

**Application Process and Deadline Date:** Interested applicants should send a resume, cover letter, and references via email to:

Missy Carter  
[missy.carter@russellcountyva.us](mailto:missy.carter@russellcountyva.us)

**Deadline: Open Until Filled**

Resumes should include a detailed description of employment history, to include dates of employment (month/year). Only candidates being considered for the position will be contacted.

**Other Requirements:** Initial appointment is conditioned upon a satisfactory preemployment adjudication. This can include fingerprint, credit, tax checks, and drug testing. In addition, continued employment is subject to a favorable adjudication of a background investigation by the Drug Court Advisory Board.

**Department Policies:** Russell County, Virginia is an Equal Opportunity/Reasonable Accommodation Employer, and a Drug-Free Workplace. Except where otherwise provided by law, there will be no discrimination based on sex, sexual orientation, color, race, religion, national origin, politics, marital status, disability, age, status as a parent, membership or non-membership in an employee organization, or personal favoritism. This agency provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

It is the policy of Russell County, Virginia to achieve a drug-free workplace and persons selected for employment will be required to pass a drug test which screens for illegal drug use prior to final appointment. Employment is also contingent upon the completion and satisfactory adjudication of a background investigation.