



Volunteer Position Descriptions

Coalition Member Position Description

Members of the Coalition will help develop, advise on, and implement plans to accomplish the Coalition's mission. As part of the team, members will identify, promote, and coordinate community-based programs aimed at substance use prevention and education for youth, family members, and all community members regarding substance use and the associated risks for youth.

Specific Responsibilities:

1. Attend monthly Coalition meetings in person or online
2. Serve as a member of a task force and/or action team
3. Participate in the identification, selection, and promotion of innovative prevention and education activities
4. Help assess community needs and identify existing resources
5. Give input to plans of action to carry out the mission
6. Assist in community outreach and education through spreading the word on coalition activities and through volunteering at outreach activities
7. Special tasks and project on a case-by-case basis
8. Vote at Annual Meeting

Time Commitment:

1. Twelve Coalition meetings per year (1 ½ to 2 hours per meeting)
2. Activity and subcommittee participation, as available

Personal Qualities:

1. Commitment to supporting prevention strategies for youth substance use
2. Knowledge of the North Reading community and/or issues surrounding youth substance use
3. Broad perspective and open-mindedness in exploring strategies
4. Ability to share perspective and listen to the perspectives of others
5. Enthusiasm
6. Resourcefulness

Serving as a member of the coalition will provide you with the opportunities to:

1. Broaden your knowledge
2. Gain new experiences and skills
3. Support North Reading youth and the community as a whole
4. Work with other community professionals and other volunteers

Eligibility

1. Must work in, live in, or serve the North Reading community
2. Complete a Coalition Application