

Education Specialist - Youth Overdose Prevention

Position Type:	Full-time (40 hrs/week), one-year staff position with potential for permanent hire
Location:	Hybrid / 1-2 days per week in office required (St. Paul, MN)
Reports To:	Education Director
Apply By:	July 1, 2025

About Us

Steve Rummeler HOPE Network (SRHN) is a nonprofit dedicated to preventing overdose deaths through public education, harm reduction, and expanded access to life-saving resources like naloxone and test strips. We are committed to engaging communities with evidence-based education that empowers informed choices and reduces stigma.

Job Summary

We are seeking a passionate and experienced Education Specialist to support the development of youth-focused overdose prevention and harm reduction curriculum. This role is central to our community engagement efforts and requires a strong background in curriculum design and an understanding of substance use prevention.

The Education Specialist will work collaboratively with our team to create, adapt, and implement educational programming for middle and high school students. This includes both in-person and digital formats. The ideal candidate will be skilled in instructional design, have experience working with adolescents, and have familiarity with harm reduction principles.

This is a full-time, one-year staff position with the possibility of extension or permanent hire.

Key Responsibilities

- Collaborate on the design and delivery of youth-centered educational curriculum focused on overdose prevention, harm reduction, and substance use awareness.
- Adapt content for different learning styles and cultural contexts, with sensitivity to trauma-informed and developmentally appropriate approaches.
- Assist in developing interactive learning modules using platforms such as Articulate 360, Google Slides, and other e-learning tools.

- Support the evaluation of educational materials through feedback collection, data analysis, and ongoing revision.
- Work closely with schools, community organizations, and public health partners to implement curriculum effectively.
- Stay current on trends and best practices in youth education, harm reduction, and substance use prevention.
- Help manage and organize content within the Learning Management System and Google Workspace (Docs, Slides, Drive, etc.) for internal collaboration and content distribution.

Qualifications

Required:

- High school diploma or equivalent, and 2+ years of experience developing educational materials, preferably with a focus on youth training or curriculum design.
- Must have a smartphone (SRHN provides a Google Voice phone number and phone stipend).
- Must have reliable transportation to work and ability to travel to events and trainings around the state as needed.
- Some evening and weekend availability as needed for community events.
- Familiarity with Google Workspace and general tech proficiency.
- Strong written and verbal communication skills, especially with youth audiences.
- Demonstrated ability to work independently, take initiative, and problem-solve with resourcefulness—seeking out information, solutions, and professional development opportunities as needed.
- Organized, detail-oriented, and able to manage multiple tasks and meet tight deadlines.

Preferred:

- College degree in Education, Public Health, Instructional Design, or a related field.
- Experience working directly with youth (middle or high school age) in educational or community settings.
- Experience with substance use prevention, harm reduction, or mental health education.
- Experience working with Learning Management Systems (LMS) and course creation platforms such as Articulate 360.
- Experience with web and design programs like Canva, Adobe Creative Suite, and WordPress.

Compensation & Benefits

- Salary range: \$47,000-\$55,000 (commensurate with experience)
- Cell phone stipend
- Health, dental, and vision benefits
- 401k
- Flexible, hybrid work schedule
- Professional development opportunities
- Mission-driven and supportive team culture

To Apply

Please fill out our online application at rummlerhope.org/careers by July 1, 2025. Applications must include a resume and sample of relevant work (if available).

For questions, please contact Alicia Kachmarzinski at alicia@rummlerhope.org.

Equal Opportunity Statement

Steve Rummler HOPE Network is an equal opportunity employer. We are committed to building a diverse and inclusive team and encourage applications from people of all backgrounds, identities, and lived experiences. We strongly value and support individuals with lived experience of substance use, recovery, and justice-involvement. We do not discriminate on the basis of race, color, religion, gender, sexual orientation, gender identity or expression, age, national origin, disability, or any other protected status.