



Application Instructions

These application instructions can be found online at <https://upstreamprevention.org/about/upstream-team>, but applicants should email their application packet and information to financial@upstreamprevention.org, with the subject: Mental Health Coordinator application.

Application emails should include:

- A resume or curriculum vita
- A brief introduction/cover letter – this may be an attachment or directly within the body of the email submitting your information for consideration.
- Writing Sample – please respond to **one** of the following questions and include as an attachment. **We are not looking for “right” answers, just your opinion and ability to articulate and support it.** Upstream values hiring and supporting individuals with lived experience and values individuals for authentically being themselves. This is an opportunity to showcase that, and it shouldn't be longer than a single typed page:
 - What do you think is the biggest barrier to overcoming stigma related to behavioral health (specifically related to individuals with substance use disorders, suicidal ideation, deaths by suicide, mental health challenges, etc.) in Johnson County?
 - What do you believe is the biggest behavioral health challenge in Johnson County currently, and why?
 - There are many effective suicide prevention approaches and tools at our fingertips. If you were building a community plan for suicide prevention, what would be the key components you'd include?

Ideal Timeline

- Position posted March 18th, with rolling applications accepted until the position is filled
- Ideally, first round of interviews will occur the week of April 1st, continuing until the right candidate is identified
- Earliest start date is April 15th, pending paperwork and logistics
 - Upstream will conduct a background check **once a provisional offer has been extended and accepted.** When prioritizing individuals with lived experience, we realize it is possible applicants will have a criminal history; **that is not a barrier to Upstream hiring you!** We look for a criminal history that does not include violent offenses, sexual offenses, or offenses against minors. We review each on a case-by-case basis. If you have questions about this at any point, please reach out to Kathleen, and she would be happy to talk to you!