



# Peabody Police

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*"It's About Teamwork"*

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## Job Posting Bulletin

The City of Peabody is hiring a Project Assistant to work approximately 15hrs/week for the Healthy Peabody Collaborative. Reporting to the Executive Director of the Healthy Peabody Collaborative, this position serves as coordinator of the Healthy Peabody Collaborative youth group whose focus is on substance abuse prevention and youth leadership in the City of Peabody. This individual will be responsible for further developing the youth group, providing support to youth group members in organizing, implementing, expanding the youth group to middle school aged youth, promoting and evaluating teen driven events while implementing the key goals, objectives and activities of the Healthy Peabody Collaborative. This individual will be required to attend trainings of the Healthy Peabody Collaborative, and perform administrative duties such as monthly reports, press releases, and maintain database around youth activity.

Qualifications include a Bachelor's degree and/or coalition experience and youth development experience preferred. Knowledge of community and schedule flexibility a plus. Pay rate is \$16/hour.

Please forward resume to City Hall, Human Resources Dept, 24 Lowell Street, Peabody, MA 01960 or [heidi.henson@peabody-ma.gov](mailto:heidi.henson@peabody-ma.gov)