



NOW HIRING:

INTEGRATED PRIMARY PREVENTION SPECIALIST (TITLE 5)

SUMMARY: The Vermont National Guard is hiring one (1) GS-11 Integrated Primary Prevention (IPP) Specialist for our prevention team. This position will work primarily with the Air National Guard. This is a civilian position and does NOT require membership in the National Guard. It is open to all US citizens, subject to background/security investigation.

Based on the Office of the Secretary of Defense's Independent Review Commission in 2021, the Department of Defense launched a new Integrated Primary Prevention Program designed to assess, analyze, target, and evaluate the prevalence of risk and protective factors associated with self-harm, sexual violence, domestic violence, and workplace violence.

Overview

Job Ad Open:

08/20/2025 - 09/9/2025

Pay Scale & Grade:

GS-0101-11, Title 5 (Civilian)
\$75,448 - \$98,078

Core Competencies and Responsibilities: The successful implementation of the Prevention Workforce requires a set of core competencies in hiring personnel. The Prevention Specialist will:

- Demonstrate a deep understanding of prevention science and ability to implement strategies to reduce incidents of violence/self-harm or mitigate the impact when such incidents occur;
- Explain the public health approach to prevention and how to apply it in a National Guard context;
- Capture, assess, interpret, use, and present data related to violence/self-harm;
- Establish collaborative relationships with leaders, prevention stakeholders, prevention experts, and military and civilian community-based resources.
- Demonstrate excellent communication and collaboration skills to effectively and professionally engage with internal and external stakeholders, Command teams, and servicemembers.

Primary Prevention Specialists serve as subject matter experts in prevention of prohibited violence such as Family Violence and Abuse Prevention, Self-Directed Harm and Suicide, Sexual Assault and Harassment, and Workplace Violence and Harassment. They directly support the development and execution of policies, programs, and practices for implementing integrated primary prevention activities related to self and interpersonal harm to avert harm before it occurs.

IPP Specialists work directly with National Guard units to implement and support integrated prevention programs and activities. They must be highly motivated, possess excellent communication skills, and be able to independently and professionally collaborate with prevention stakeholders and servicemembers using public health-informed and evidence-based prevention processes.

Prevention Specialists must be able to: receive guidance and maintain initiative to work autonomously while effectively collaborating with the IPP team in the process; utilize effective presentation and facilitation skills; communicate the complexities of prevention issues to stakeholders; brief Commanders and senior personnel on IPP to obtain optimum support for IPP activities; develop coordinated plans for reducing risk factors and promoting protective factors; collect, analyze, and present relevant prevention program data to leadership; chair advisory committees, boards, and working groups as required; assist leaders in developing and monitoring the effectiveness of their primary prevention plan; advise leaders at all levels of best practices and evidence-based programs, policies, and plans to increase prevention readiness within their organizations.

The VTNG Integrated Primary Prevention Workforce consists of one Prevention Manager (GS-13), two Prevention Leads (GS-12), and three Prevention Specialists (GS-11).



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Basic Requirements:

- Education: Degree in behavioral or social science or related disciplines appropriate to the position that include at least 24 semester hours of course work in behavioral or social sciences.

OR

- Combination of education and experience that provided the applicant with knowledge of one or more of the behavioral or social sciences equivalent to a major in the field that include at least 24 semester hours of course work in the behavioral or social sciences.

OR

- Four (4) years of appropriate experience that demonstrates that the applicant has acquired knowledge of one or more of the behavioral or social sciences equivalent to a major in the field.

In addition to meeting the basic requirement above, to qualify for this position you must also meet the qualification requirements listed below:

Specialized Experience, GS-11:

- Must have at least one year of specialized experience, equivalent to at least the GS-11 level, or equivalent pay band in other pay systems in the Federal government. This experience may also have been obtained in the private sector but must demonstrate that it is comparable to the GS grade indicated. Specialized experience which includes experience applying professional community organization abilities related to the formulation of needs assessments, development of prevention programs, and the marketing of programs. Knowledge of analytical techniques to identify, analyze and/or recommend solutions to problems encountered and to develop Statistical data and narrative reports. Ability to plan and adequately support the needs of National Guard members by determining what the future needs of the Service Member are through the interpretation and analysis of studies, and trends. Experience in the organization, management, and administration of programs and services to participate in program planning.

How you will be evaluated: You will be evaluated based on how well you meet the qualifications above. Once the announcement has closed, your resumé and any supporting documentation you wish to include will be used to determine if you meet the qualifications listed on this announcement.

Your qualifications will be evaluated on the following competencies:

- Education & Training
- Planning & Evaluating
- Oral & Written Communication
- Partnering & Teamwork



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How to Apply: To apply for this position, email your resumé and any additional supporting documentation, including official transcripts, to: Jennifer.L.Stevenson.civ@army.mil.

You may direct any questions regarding the positions or application process to: Jenni Stevenson, Integrated Primary Prevention Manager, at Jennifer.L.Stevenson.civ@army.mil or 802-338-3091.

Next Steps: Once your documentation is submitted you will receive a confirmation notification by email. Your application will be evaluated by the Human Resources Office to determine eligibility. After the evaluation is complete, you will receive another notification regarding the status of your application.

Conditions of Employment and Notes:

- Must be able to obtain and maintain a Secret Security Clearance. The incumbent of this position description must have at a minimum, a completed National Agency Check (NAC) prior to position assignment.
- Ability to establish and maintain effective professional working relationships with coworkers and stakeholders, contributing to a cooperative working environment and successful accomplishment of the mission.
- Irregular and/or overtime (compensatory) hours may be required to support operational requirements; may be required to work hours outside of the normal duty day to include working Drill Weekends.
- The work may require the incumbent to drive a motor vehicle; if so, an appropriate valid driver's license is mandatory.
- All members of the Prevention Workforce must meet DoD credentialing requirements within one year of hire and maintain credentialing as a condition of employment. At a minimum, GS-11 Prevention Specialists will attain and maintain Level 3 credentialing requirements including one-time attendance at the 60-hour DoD SPARX prevention specific training and completion of 20 additional hours of continuing education annually.
- The Office of Personnel Management has authorized federal agencies hiring for the 0101 series to implement Accelerated Hiring Authorities for vacant positions. Under this authority, selecting officials may select a candidate from a pool of qualified applicants following public notice, with or without conducting interviews.
- This position is subject to provisions of the Department of Defense Priority Placement Program.

Fair & Transparent: The Federal hiring process is set up to be fair and transparent. Please read the following guidance:

<https://www.usajobs.gov/Help/equal-employment-opportunity/>
<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/financial-suitability/>
<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/probationary-period/>
<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/privacy-act/>
<https://www.usajobs.gov/Help/reasonable-accommodation/>
<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/selective-service/>
<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/signature-false-statements/>
<https://www.usajobs.gov/Help/working-in-government/fair-and-transparent/social-security-number/>