



JOB DESCRIPTION

Position Title: **Peer Recovery Specialist Mental Health /SUD**

Department: Clinical Support Service Division

FLSA Status: nonexempt

Pay Grade: 8

Reports To: Director community response

GENERAL DESCRIPTION OF DUTIES

The Recovery Specialist's role is to support others in recovery from a substance use disorder and or Mental Health disorders. The Peer Recovery Specialist will serve as a role model, mentor, advocate and motivator to recovering individuals in order to help prevent and promote long-term recovery. The specialist in this role will respond to calls of distress in community. The Recovery Specialist must demonstrate an ability to share personal recovery experiences and to develop authentic peer-to-peer relationships.

Individual must have an understanding of and respect for each individual's unique path to recovery. Specialist must have knowledge of the drug and alcohol treatment system and Mental Health a demonstrated commitment to the recovery community

SPECIFIC DUTIES AND RESPONSIBILITIES

ESSENTIAL JOB FUNCTIONS

The list of essential functions, as outlined herein, is intended to be representative of the tasks performed within this classification. It is not necessarily descriptive of any one position in the class. The omission of an essential function does not preclude management from assigning duties not listed herein if such functions are a logical assignment to the position.

1. Respond to community response calls as directed by dispatcher and or director/supervisor.
2. Maintain project logs, reports and records in appropriate files and database(s).
3. Assist in problem solving and de-escalation of distress at any given time.
4. Provide and assist with immediate interventions.
5. Provide education to service recipients for every phase of the recovery journey from pre-recovery engagement, recovery initiation, recovery stabilization, and sustained recovery maintenance for SUD and/or Mental Health individuals.



6. Provide a model for both people in recovery and staff by demonstrating that recovery is possible for people with SUD and Mental Health.
7. Assist recovering persons to identify their personal interests, goals, strengths and weaknesses regarding recovery.
8. Assist/coach recovering persons develop their own plan for advancing their recovery; for "getting the life they want."
9. Recovery Planning -- facilitate (via personal coaching) the transition from a professionally directed service plan to a self-directed Recovery Plan. The goal should be to transition from professionally assisted recovery initiation to personally directed, community supported recovery maintenance.
10. Promote self advocacy by assisting recovering persons to have their voices fully heard; their needs, goals and objectives established as the focal point of rehabilitation and clinical services.
11. Actively identify and support linkages to community resources (communities of recovery, educational, vocational, social, cultural, spiritual resources, mutual self- help groups, professional services, etc.) that support the recovering person's goals and interests. This will involve a collaborative effort including the recovering person, agency staff and other relevant stakeholders.
12. Support connections to community based, mutual self-help groups. Link individuals to appropriate professional resources when needed. Provide vision-driven hope and encouragement for opportunities at varying levels of involvement in community based activities (e.g., work, school, relationships, physical activity, self-directed hobbies, etc.).
13. Develop relationships with community groups/agencies in partnership with others in the agency.
14. As recovery specialist position evolves and knowledge increases, visit community resources with recovering persons to assist them in becoming familiar with potential opportunities.
15. Identify barriers (internal and external) to full participation in community resources and developing strategies to overcome those barriers.
16. Maintain contact by phone and/or e-mail with recovering person after they leave the program to ensure their ongoing success and to provide re-engagement support in partnership with others in the agency if needed. Long-term engagement, support, and encouragement.
17. Other duties as directed by Director and/or Management Staff.

ADDITIONAL JOB FUNCTIONS



Develop, implement, and promote ongoing community outreach opportunities

MINIMUM TRAINING AND EXPERIENCE

Education: High school diploma/G.E.D. _____ Required or Preferred

Minimum Years of Experience in

must have worked within the last three years with at least 12 months total of successful or part or full time paid or voluntary work experience and have acquired or meet the qualifications for certification as a Certified Recovery Specialist. Required or Preferred

Active Certification in good standing in _Certified recovery specialist___ Required or Preferred

Demonstrate skills in: a demonstrated commitment to the recovery community

Knowledge of:

Specialist must have lived experience and or a working knowledge of Mental health and the drug and alcohol treatment system and work with people with cooccurring disorders.

Bilingual: **YES** - Language__spanish_____ Fluent – Speak: __yes_____ Written __yes_____

Driving Required **YES/ NO** Agency Vehicle **YES/NO** Employee’s Own Vehicle **YES/NO**

Active Driver License in good standing required upon hire and throughout employment

Physical and TB Required **YES / NO**

ADA COMPLIANCE

Physical Ability:

Sensory Requirements:

Environmental Factors:



Acknowledgment

Signature indicates agreement with contents herein as being an accurate description of position duties and responsibilities.

EMPLOYEE PRINTED NAME

EMPLOYEE SIGNATURE

DATE

Signature indicates agreement with contents herein as being an accurate description of position duties and responsibilities.

IMMEDIATE SUPERVISOR PRINTED NAME

IMMEDIATE SUPERVISOR SIGNATURE

DATE



Community Renewal Team, Inc. is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, Community Renewal Team will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.