



Position: Peer Recovery Support Specialist | **Reports To:** Recovery Support Services Director (RSSD)

Position Summary:

The Peer Recovery Support Specialist (PRSS) will work in partnership with all individuals who may benefit from recovery support services through technological means. This includes initial communication with interested individuals through omnichannel recovery support services contact centers, through the RecoveryLink website, or other pathways. The PRSS will serve as a role model, mentor, advocate, navigator, and motivator to individuals in or seeking recovery in an effort to promote recovery planning and goal realizations, which may include reductions in harm from substance use and sustaining long-term recovery.

The PRSS must demonstrate an ability to facilitate recovery planning and engagements that follows diverse recovery pathways (including medication and moderation), consciously share personal recovery experiences as appropriate, develop authentic peer-to-peer relationships, and have an understanding of and respect for each individual's unique path to recovery.

The PRSS must be a self-starter and be able to manage complex workflows on a daily basis and work successfully in a remote environment.

MINIMUM REQUIREMENTS/QUALIFICATIONS:

- State and/or national peer recovery support specialist certification or equivalent, with at least one year of experience working in community-based or telerecovery setting.
- Background check may be required for staff that will work with youth, inside criminal justice settings, or other settings as determined by the CEO.
- High technological literacy, including working knowledge and proficiency with electronic recovery records, Google Docs / MS Office, scheduling software, and cloud storage solutions.
- Reliable internet connection and working space.

ESSENTIAL DUTIES:

- Provide peer-based recovery support services to individuals contemplating or actively seeking help with behavioral health recovery.
- Engage in relationship building with individuals to establish rapport, as evidenced by empathetic and active listening and communicating in a non-judgmental way.
- Participate in daily shift debriefs, as well as weekly individual supervision, and monthly group supervision.
- Administrative duties to include recovery plan creation, data tracking and entry, and regular digital communication via e-mail, group messaging apps, etc.
- Conduct self in an ethical manner by adhering to their certifying body's peer code of ethics.
- Follow and adhere to the recovery bill of rights.

**DAILY JOB RESPONSIBILITIES:**

1. Provide recovery education to individuals for every phase of the recovery journey from pre-recovery engagement, recovery initiation, recovery stabilization, and sustained recovery.
2. Identify emergency or crisis situations and facilitate access to appropriate resources, negotiating and connecting individuals with resources and navigating systems.
3. Engage interested individuals in digital communications (webchat, SMS, and phone) via the RecoveryLink omnichannel call centers, to facilitate initial screening, education, referrals to support services, or intake into telerecovery services as appropriate.
4. Assist in the development and enhancement of engaged individuals' comprehensive individualized recovery plan, recognizing many pathways to recovery, accessing and advocating for recovery and community resources.
5. Collaborate with institutions to provide effective recovery support services to identified individuals.
6. Actively identify and support linkages to community resources (communities of recovery, educational, vocational, social, cultural, spiritual resources, mutual aid groups, professional services, etc.) that support the individual's goals and interests. This will involve a collaborative effort including the individual, staff, and other relevant stakeholders.
7. Assist the individual to identify and prioritize strengths and needs, using various techniques that engage individuals to self-disclose.
8. Maintain project logs, reports, and accurate records in appropriate files and database(s), adhering to program standards.
9. Maintain confidentiality regarding information received during the facilitation of recovery support services – maintain current understanding of federal, state and local confidentiality rules and regulations.
10. Engage in continuing professional development relative to recovery support services, applying practical and professional knowledge and experience. Maintain peer credential and obtain new credentials as appropriate.
11. Other duties as directed by RSSD.

Salary range:

\$30,000–\$40,000 [dependent on experience] + company benefits*

* *This position is not eligible for company ESOP.*