

FLSA Status: Non-Exempt
Original Date: March 2017
Last Revision: April 2017

JOB SUMMARY: As part of a multi-disciplinary team, the Peer Support Specialist will provide peer support services to persons with mental illness and/or substance abuse problems. The Peer Support Specialist will assist clients with developing self-help, crisis/coping and social skills. Support will also be provided to clients to assist them with finding resources for housing, employment and/or education, while helping to develop a secure network of community support.

EDUCATION/EXPERIENCE: High school diploma or GED required. Past or present consumer of mental health or substance abuse services with a history of managing one's own illness. Candidate must have three full years without crisis, relapse, psychiatric in-patient treatment or criminal involvement and completed WRAP (Wellness Recovery Action Plan) or equivalent training.

REPORTS TO: Clinical Department Manager

LICENSURE, CERTIFICATION, and/or REGISTRATION: Certified NC Peer Support Specialist

ESSENTIAL FUNCTIONS:

1. Provides individualized, ongoing guidance, coaching and support. Serves as a recovery agent by providing and advocating for any effective recovery based services that will aid the client in his/her daily living.
2. Provides training for using personal development tools/skills and community resources. Assists clients in building social skills in the community that will enhance job obtainment.
3. Assists in obtaining services that suit the client's recovery needs by providing names of staff, community resources and groups that may be useful and how to use these in the recovery process.
4. Offers encouragement during times of crisis.
5. Assist the treatment staff with developing a treatment/recovery plan based on the clients identified goals and needs.
6. Works cooperatively with treatment staff, family members or significant others involved in the client's recovery plan.
7. Observes the rules of confidentiality related to clinical information and treatment, both internally at the Medical Center and when dealing with external agencies or individuals.
8. Advocates on behalf of persons with mental/behavior health or substance abuse problems to protect the client's rights and to assist in reducing social stigmas.
9. Performs other duties as assigned.

SKILLS & QUALIFICATIONS:

Knowledge of the recovery process

Ability to facilitate recovery using established standardized mental health processes

Knowledge and skill to teach and engage in basic problem solving strategies to support clients in self-directed recovery

Knowledge of the signs and symptoms of mental illness or substance abuse

Ability to work well with others

Familiarity with local community resources

Ability to maintain confidentiality

Ability to work in collaboration with treatment staff

WORK ENVIRONMENT:

Work performed in a variety of indoor settings, including but not limited to: Medical Center, clients' or group homes, community-based outpatient settings or community agencies

This job description is an overall statement of responsibilities of this position. The incumbent may be requested to perform other related duties other than those described herein.

Work may be noisy, irregular or unpredictable
 Exposure to stressful situations
 Exposure to clients demonstrating varying levels of recovery and symptoms

PHYSICAL REQUIREMENTS:

Amount of time spent performing the following activities:

	0% to 35%	35% to 65%	65% to 100%	N/A	Activity
	X				Standing
	X				Walking
	X				Sitting
X					Bending
X					Reaching with arms
	X				Finger and hand dexterity
			X		Talking
			X		Hearing
			X		Seeing
					Lifting, carrying, pushing and or pulling:
X					20 lbs. maximum
				X	50 lbs. maximum
				X	100 lbs. maximum

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