

**CENTURY HEALTH
Job Description**

Job Title: Peer Support Specialist
Department: Mental Health, Substance Abuse and CSP Services

Job Summary:

To provide peer support services as part of a multi-disciplinary team to persons with mental illness and/or substance abuse problems. Service provision will focus on working with clients to enhance their recovery. Service is provided to individuals or groups.

Specific Duties:

1. To provide individualized, ongoing guidance, coaching and support.
2. To provide training in the use of personal and community resources.
3. Assist in developing formal and informal community supports.
4. Assist the person served in increasing social support networks of relatives, friends and/or significant others.
5. To offer encouragement in times of crisis.
6. To advocate on behalf of persons with behavioral health problems to protect the client's rights and to assist in reducing associated stigma.
7. To work in cooperation with other providers, family members or significant others involved in the client's recovery plan.
8. To attend Agency staff meetings, Case Conferences and Individual and Group Supervision.
9. To attain established standards of productivity.
10. To observe all rules of confidentiality relating to clinical information and treatment, both internally and when dealing with external agencies and/or individuals.
11. To be responsible for understanding clients rights policy and procedures.
12. To participate in staff training and development.
13. To serve on designated committees within the agency.
14. To maintain professional standards at all times. To observe the guidelines established within the Code of Ethics and Conduct.
15. To perform other related duties as assigned.

Employment Qualifications:

Education: High School Diploma or GED required

Experience: Past or present consumer of mental health or substance abuse services with a history of managing ones own illness. Awareness of the importance of recovery in living with a mental illness or addictions problem. Past experience working directly with people in a service oriented field is beneficial. Active membership in a consumer advocacy or self-help group.

Skills: Ability to work well with others. Familiarity with the Hancock County community.

Ability to interact with various types of people. A sound understanding of mental health and/or substance abuse problems and treatments. Personal traits which include: patience, tolerance, caring, mature and understanding.

Licensure: Not required.

JOB RELATIONSHIPS:

Administrative Supervisor:	Director of CSP
Clinical Supervisor:	CSP Clinical Supervisor
Administratively supervise:	N/A
Clinically supervise:	N/A

PAY RANGE Hourly	EMPLOYEE CLASSIFICATION Part-time	REQUIRED DIRECT SERVICE 55%
----------------------------	---	---------------------------------------

Employee Signature

Date