



Ross County Community Action Commission, Inc.

250 N. Woodbridge Avenue • Chillicothe, Ohio 45601

Telephone: (740) 702-7222 • Fax: (740) 702-7220

Title: Peer Supporter
Supervisor: Community Development Director
Salary: \$16.00 per hour

Position Overview:

Create a holistic and healthy environment for program participants and focus on helping them to improve all areas of their lives while in recovery.

Support clients in identifying and creating goals which are compatible with active recovery plans, identify strengths, and offer community resources to aid the client in achieving the identified goals.

Essential Job Responsibilities:

1. Provide recovery education to clients for every phase of the recovery journey.
2. Provide a model for clients in recovery and staff by demonstrating that recovery is possible.
3. Observe all rules of confidentiality relating to clinical information and treatment within the agency and when communicating with external agencies or individuals.
4. Assist clients to identify their personal interests, goals, strengths, and weaknesses regarding recovery.
5. Facilitate recovery planning from a professionally directed service plan to a self-directed recovery plan. The goal will be to transition from professionally assisted recovery initiation to a self-directed, community-supported recovery maintenance.
6. Actively identify and support linkages to community resources that support the clients' goals and interests. This will involve a collaborative effort including the client, agency staff, and other relevant community partners.
7. Support connections to community-based, self-help groups.
8. Assist clients in increasing social support networks of relatives, friends, and/or significant others.
9. Link clients to appropriate professional resources when needed.
10. Identify barriers to full participation in community resources and develop strategies to overcome identified barriers.
11. Link clients to treatment and peer support services as needed and refer to CARES Department.
12. Maintain communication with the CARES staff, including Wellness Coordinators, relating to participant engagement during peer support or wellness activities.
13. Ensure clients have access to all forms of Medication Assisted Treatment (MAT).
14. Maintain contact with clients upon discharge from the program to ensure their ongoing success and to provide re-engagement support if needed.

15. Use computer skills and software to enter and manage program data. Track attendance, participation, and performance data related to peer support activities through Ross County Health District's BJA grant.
16. Conduct needs assessments or surveys to determine interest in, or satisfaction with, peer support activities, events, or services.
17. Contribute news articles to agency newsletter. Must be able to prepare presentations for Facebook live events or other virtual platforms.

Qualification Requirements:

- Certified Peer Recovery Supporter Certification or equivalent. High School diploma or GED required. A Minimum of 3 years' experience of coaching, mentoring, and growing individuals, and teams.
- Individual must have an understanding of and respect for each individual's path to recovery. Must have a demonstrated commitment to the recovery community.
- The Peer Recovery Support position will serve as a role model, mentor, advocate, and motivator to recovering individuals to help prevent relapse and promote long-term recovery.
- Communicates well both verbally and in writing, creates accurate and punctual reports, delivers presentations, shares information and ideas with others, and has good listening skills.
- May work in a variety of environments including professional offices, treatment providers, outreach and residential centers, and community events.
- The employee is required to stand; walk; sit; reach with hands and arms; climb or balance; and stoop, kneel, crouch or crawl and lift up to 40 pounds.
- Must have a Valid Driver License
- Must have a High School Diploma or GED; Bachelor's degree and/or relevant office/IT certifications, preferred.
- Must pass a Drug Screen and Background Checks

Employee Date

Supervisor Date