



<b>JOB TITLE:</b>	Peer Recovery Specialist	<b>DEPARTMENT:</b>	CCASA
<b>SUPERVISOR:</b>	Prevention Coordinator	<b>PROGRAM:</b>	Heroin/Opioid Task Force
<b>NAME:</b>		<b>EFFECTIVE DATE:</b>	July 6, 2020

**SUMMARY:** Peer Recovery Specialist to serve as a liaison to Advent Hospital labor and delivery department. Peer Recovery Specialist uses their lived experience and professional skills to provide advocacy, mentorship, recovery support, guidance, and practical support to families who are inpatient at Advent Hospital labor and delivery department. The Peer Recovery Specialist will also work with participants to connect them to wrap around services after developing to a recovery plan.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Provides informal one on one mentoring, teaches and models participants self-advocacy, healthy behaviors, and acts as a community liaison/educator promoting protective factors to pregnant women, birth parents, or caregivers who are substance affected.
- Serves as a member of the participant's recovery support team by developing professional relationships with community agencies and partners in order to provide support during staffing's, court hearings, family team meetings, parenting groups, and parenting support groups.
- Provides information and links participants to community resources that assist in establishing, re-establishing, and maintaining healthy interpersonal relationships, healthy boundaries, life skills, personal care, and social responsibility.
- Maintains accurate documentation utilizing Intake Q.
- Adheres to data privacy practices/HIPPA/Confidentiality to participant, participant records, and other service providers as informed consent allows.
- Assist participants in WRAP (Wellness Recovery Action Plan) and relapse prevention plans through strength based SMART goal planning.
- Must abide by and agree to the Florida Certification Board's Code of Ethical and Professional Conduct and Disciplinary Procedures for Certified Recovery Specialists.
- Other duties as assigned.

**QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements outlined below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

**EDUCATION/EXPERIENCE/CERTIFICATION:**

This position requires a minimum of a high school diploma or GED with a minimum of 2 years' lived experience and 2 years relevant work experience. Has successfully passed the certification exam approved by the Florida Certification Board for Certified Recovery Specialist (CRPS-A) or will become certified within 12 months of hire. A verifiable Level II background screening demonstrating responsibility of character and ethical conduct is required.

**REASONING ABILITY and/or COOPERATIVE LEADERSHIP SKILLS:**

Exhibit a positive role model for staff, community partners and members of the community. Ability to understand instructions furnished in written, oral or diagram form. Ability to deal calmly and effectively in crisis situations and with problems involving multiple factors. Ability to work with culturally diverse staff and clients. Must be able to function independently and as a member of a team. Ability to complete assigned tasks. Ability to organize program activities, assign duties and tasks.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an individual to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk, hear, taste and smell. The employee frequently is required to stand, walk, and use hands to finger, handle or feel objects, tools or controls. The employee is occasionally required to sit; reach with hands and arms; climb or balance; and stoop, kneel, crouch or crawl.

The employee must regularly use a keyboard to type in data for computerized record keeping.

The employee must occasionally lift and/or move objects weighing more than 25 pounds.

Specific vision abilities required by this job include: close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those the employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts and in outside weather conditions. Employee may be exposed to wet and/or humid conditions, toxic or caustic chemicals, extreme cold and extreme heat. The noise level in the work environment is usually moderate. There is the potential to interact with various size groups.

<b>EMPLOYEE ACKNOWLEDGEMENT</b>	
I, the undersigned, have read and understand the requirements of this position as outlined in this job description. I am aware that this job description is not to be construed as an exhaustive statement of duties and responsibilities I, also, understand that my continued employment and performance evaluation will be based on my performance of the functions established herein and compliance with established agency policies and performance standards.	
Employee Signature	Date
Supervisor Signature	Date

**HUMAN RESOURCE CLASSIFICATIONS**

**Employment Status:** Part Time

**FLSA Status:** Non-Exempt