

JOB DESCRIPTION

JOB TITLE: Certified Peer Specialist

JOB IDENTIFICATION

Job Code: Full-Time, Part-Time, Per-Diem
Location: NYC Bronx Crisis Respite Center
Reports to: Peer Specialist Supervisor
Employees Supervised/Directed: None
Schedule: Includes day, evening, overnight and weekends; as needed for outreach, peer support groups, and mandatory trainings and meetings

JOB PURPOSE AND SUMMARY

The Certified Peer Specialist (CPS) will follow best practices to provide peer services that foster supportive peer relationships with and among the persons enrolled in the NYC Bronx Crisis Respite Center (CRC). The CPS by definition is a person in recovery who will utilize her or his personal recovery experience to instill a sense of hope and optimism for persons in recovery. The CPS will demonstrate a personal belief in recovery, best practices, and a sincere interest in the welfare of persons in recovery. The CPS will demonstrate the ability to engage and serve the consumers enrolled, contribute to the overall success of the recovery process, and carry out duties with flexibility and an individual focus. The CPS will promote and contribute to the development of a culture of recovery and empowerment within and outside of the CRC and will uphold the integrity of program goals. A CPS assists program participants in cultivating their independence and self-confidence while on the road to healing and recovery. The CPS empowers program participants to explore new options, resources, relationships, feelings, attitudes, and rights. A CPS is a mentor, educator, advocate and support. In addition the CPS will complete detailed and accurate progress notes, shift summaries and other reports to document the program and its participants including but not limited to intake, outreach, and shift responsibilities. The CPS will conduct peer support groups to assist persons enrolled at the CRC to realize their personal goals as documented in their wellness plans. The CPS will report directly to the Peer Specialist Supervisor on all matters pertinent to the successful obtainment of program goals and standards.

The nature of our work requires satisfactory assessment of performance on the part of each employee with his or her immediate supervisor and the director of the agency

DUTIES AND RESPONSIBILITIES

Essential Functions of the Job

Directly provide and/or ensure the following:

1. The CPS will complete Intentional Peer Support Training (IPS) and Needs Adapted Treatment Model Training (NATM) within 6 months of hire or when training is provided by the agency.
2. Act as an integral member of the Peer Specialist Respite Team.

3. Provide a role model for persons' enrolled at the CRC seeking recovery and support, including but not limited to modeling effective coping techniques and self-help strategies.
4. Play an integral role in the workforce transformation of the mental health system, by providing peer perspective and expertise.
5. Share personal experiences of recovery to build a sense of hope in the recovery and healing process.
6. Assist in the development of a culture of recovery and peer support by engaging in and supporting peer relationships.
7. Work with clients served to assist them in the development and implementation of an individualized and integrated Wellness plan, including physical health.
8. Engage appropriately with persons enrolled to support them in identifying strengths, existing supports, and community resources.
9. Support those enrolled in obtaining individualized goals through building and strengthening of linkages with community resources and primary support system.
10. Understand the meaning and importance of cultural competency and be able to interact sensitively and effectively with people of other cultures
11. Provide recovery and education for persons enrolled. This will include but is not limited to: Wellness Plans for enrollees, Self-help/mutual peer support groups, and Activity Groups
12. As directed, network with Mental Health, Substance Abuse, Housing, Mental Health Case Management, Vocational Support, and other supportive service agencies and organizations, to build integrated support systems and establish a mutual relationship for referrals and connection to services
13. As directed, accompany and support persons to community based appointments when appropriate.
14. Attend meetings, training functions and other official MOSAIC MH functions as required.
15. Safeguard confidential information.
16. Comply with Association policies.
17. Comply with applicable local, state, and federal licensing
18. Project a positive image of the Association and its programs to the community, and the Association clients.

Additional Important Functions of the Job

1. Work cooperatively with direct supervisor, program participants, MOSAIC MH and other Respite staff.
2. Maintain appropriate, positive, and professional interpersonal relationships with staff, peers and program participants

3. Perform other duties as assigned.

QUALIFICATIONS:

- The CPS must complete approved trainings and be certified or have completed the process towards obtaining certification, including completing the 12 CRC core competences, within 3 months of hire.
- A self-identified current or former user of mental health or co-occurring services who can relate to others who are now using these services.
- Demonstrate an understanding of the “Peer Support” model.
- Have a minimum of a High School diploma or GED.
- Within the last three years have 12 months (not necessarily consecutive) full or part-time paid or volunteer work experience: one year of college or other educational experience (within the last three years) can be substituted for work experience.
- A commitment to recovery, choice, empowerment, and the ability of people with serious mental illness and/or co-occurring disorders to find meaningful lives in the community.
- Ability to establish a trusting relationship with peers, including excellent interpersonal skills.
- Be able to personally deal with conflict and difficult interpersonal relations in the workplace.
- Detail oriented with good writing and organizational abilities.
- Ability to network within the community and work with diverse populations.
- Computer proficiency including, but not limited to Microsoft Word and Excel.

NYC-Bronx Crisis Respite Center
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Established 04/2015



To apply for this position, contact:

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