

## Position Description - Peer Specialist

Under the direction of the Project Director, the Peer Specialist (**PS**) is an integral extension of the Behavioral Health and Substance Abuse treatment services menu of HTL. The PS under supervision of the program coordinator will function as a role model to peers presenting for services; exhibiting competency in personal recovery and use of coping skills; serve as a consumer advocate, providing consumer information and peer support for clients in outpatient settings. The PS performs a wide range of tasks to assist peers of all ages, from young adult to old age, in regaining independence within the community and mastery over their own recovery process. Recovery resources such as shared lived experiences, booklets, pamphlets and other written materials both academic and practical will be utilized by the Peer Specialist in the provision of services. The PS will use independent judgment within the framework of established HTL Inc. policies and procedures.

### **Duties and Responsibilities**

- Be able create and facilitate a variety of group activities that support and strengthen recovery
- Be able to do the necessary documentation required by the state
- Be able to support a consumer combat negative self-talk, overcome fears, and solve problems
- Be able to support a consumer articulate, set and accomplish his/her goals
- Be able to teach other consumers to advocate for the services that they need
- Be able to support a consumer create a Person-Centered Plan
- Be able to provide outreach interventions in communities
- Be able to manage assigned caseloads through prevention intervention process.
- Counselor will maintain written documentation as required by state and CDC protocol.
- Be able to identify signs and symptoms of substance use disorders and mild mental health disorders.
- Be able to utilize relevant screening and assessment instruments to design client's treatment plan.
- Be able to understand the person's diagnostic profile and review results with the treatment team.
- Be able to use OraSure technology to perform HIV test
- Assist program participants in the development of skills, confidence, and relationships as they resume independent living
- Facilitate groups in an open and welcoming environment
- Provide direct peer counseling based on your own lived experiences
- Help participants understand and employ recovery strategies

### Peer Support Specialist Requirements and Qualifications

- High school diploma or GED certificate
- Associate degree or higher in social services (preferred)
- Peer Support Specialist certification
- Moderate computer proficiency
- Valid state driver's license

Email your resume to [Info@HeresToLifeATL.org](mailto:Info@HeresToLifeATL.org) Subject 'position applying for'. Please do not call the office about the position. Welcome to email questions.