



# crosspoint<sup>INC</sup>

## **Job Description: Recovery Support Peer Specialist (RSPS) \$20.23 hourly**

### **Summary:**

This is a position in which the Recovery Peer Specialist is responsible for providing recovery support services to pregnant and/or parenting women and their support system with substance abuse disorder on an individual and/or group basis. The goal of this position is support the organization in creating a recovery-oriented environment and participants in their recovery.

### **Duties:**

1. Maintain a collaborative relationship with participants and their support systems to build recovery capital participant.
2. Collaborates with program staff to create a recovery oriented environment including providing recommendations and feedback to strengthen the program recovery community.
3. With the participant, develops recovery plans based on wants, needs and interests of the participants.
4. Guides the participant in preparing for successful support planning focusing on recovery capital and lifestyle.
5. Collaborate with appropriate staff including clinical program staff on participant needs, treatment plans and progress.
6. Provides individual and group recovery support services, crisis intervention and de-escalation for any participant in need of such help.
7. Coordinate, facilitate and/or deliver structured recovery-focused evidence-based program activities, for example, manualized groups, education groups, peer support groups and/or structured social and recreational activities.
8. In coordination with clinical program staff maintains regular contact with treatment providers, program partners (e.g., Be Well) and other relevant stakeholders to ensure services involve mutually reinforcing activities.
9. Frequently consults with program staff (UM & Care Workers), reviews all relevant reports, including log entries and incident reports, to maintain a clear awareness of clients' behavior and coherent staff responses and interactions.
10. Completes all required participant documentation and reporting, including recovery plans, recovery supportive services attendance on all participants and support system.
11. Maintains participant files and other records as required in accordance with agency policies, contract requirements and the standards of confidentiality.
12. Conducts recovery check-ups at three, six, nine and twelve month intervals via telephone, face-to-face or internet based contact.
13. Performs other duties as assigned by the Unit Manager or Program Administrator.

### **Supervision:**

The Recovery Peer Specialist is under the direct supervision of the Recovery Peer Support Supervisor. In addition, the employee is guided by agency policies and procedures.

### **Education & Experience:**

- At least 25 years of age.
- High school diploma or GED and peer specialist credentialing.
- Pass criminal history and registry check as per credentialing requirements.

### **Required Knowledge, Skills and Abilities:**

1. Understanding of addiction, co-occurring disorders and recovery pathways.
2. Working with diverse populations and cultural backgrounds.
3. Knowledge of available recovery-oriented community resources and the ability to find and use new resources.
4. Ability to operate independently, effectively and efficiently in a field setting
5. Be able to give clear, concise and accurate verbal and written reports.
6. Valid Texas Driver's License, vehicle and insurance.
7. Must be prepared for a flexible schedule.
8. Stable person program of recovery.
9. Ability to use and care for basic hardware and software, including computers, email, internet and fax machines.
10. Be able to remain fully mobile, including use of stairways and extended periods standing or walking.
11. CPR and First Aid Certification.