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<b>Job title</b>	<i>Peer Engagement Specialist – part time</i>
<b>Reports to</b>	<i>Director of Recovery Center</i>

### **Job description**

The Peer Engagement Specialist (PES) shall work with the Director of the Recovery Center, other staff and volunteers in building and sustaining an active recovery community in Fulton and Montgomery Counties. The primary goal of the PES is to utilize expertise associated with substance use and recovery experience and become a resource to individuals that present in various settings due to their own substance use. Documentation of services provided is a component of this work. Peers must be certified.

The PES will work in an office environment and use a computer, telephone and other office equipment as needed to perform duties. The PES may encounter frequent interruptions throughout the work day. The PES will be regularly required to sit, talk, or hear, and may be required to lead outings involving hiking, walking, driving and other physical activities.

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

### **Duties and responsibilities**

- Effectively engage with individuals who are seeking recovery and link participants with needed community resources and treatment services
- Work with Emergency Departments, substance use providers, and other points of entry into the system in Fulton and Montgomery Counties
- Collect required data, prepare reports and program outcomes
- Work on-call several evenings and weekends each month
- Facilitate groups at the Center
- Maintain a collaborative relationship with all outside groups and agencies.
- Conduct community outreach to enlist new participants and to educate the community about the Recovery Center.

### **Qualifications**

- 1-3 years' experience working in a health and human service agency
- Certification as a Recovery Peer Advocate
- Successful recovery from addictions for at least three years preferred
- Working knowledge of treatment, recovery and supportive services
- Understand person-centered recovery and the right to self determination
- Ability to model behavior consistent with the mission of HFM Prevention Council and Recovery Center.
- Strong verbal and written communication skills; organizational skills; computer skills; ability to function both independently and as part of a team
- Willingness to work a flexible schedule (including some evenings and weekends) and travel primarily throughout Fulton and Montgomery County areas.
- Current valid driver's license and vehicle availability.