

**Temporary (3 month) Advocacy Coordinator/Peer Specialist**  
**Urban Justice Center Mental Health Project**

The Mental Health Project of the Urban Justice Center (MHP) seeks a temporary peer specialist to coordinate orientation to reentry sessions and advocacy courses for clients with mental health concerns and histories of criminal justice involvement, as well as to coordinate and facilitate peer socialization events for MHP community members. This is a remote work-at-home position.

Responsibilities include:

- Assisting in the coordination of workshops on a range of reentry and advocacy issues;
- Assisting in the coordinating and facilitation of community events;
- Working closely with our interdisciplinary team of attorneys, non-attorney advocates, and social workers to provide advocacy to MHP clients;
- Maintaining databases and assisting with grant requirements and reporting.

Qualifications include:

- Peer specialist training;
- Strong communication skills, including the ability to maintain confidentiality and to work with an interdisciplinary team;
- Some knowledge of the mental health system in New York City;
- Some knowledge of the NYC and NYS jail and prison systems;
- Good writing, analytical and critical thinking skills;
- Ability to work independently, to meet deadlines, and to be flexible;
- Attention to detail;
- Experience in coordinating or planning presentations, workshops, and similar events;
- Some advocacy skills or the ability to navigate bureaucratic agencies;
- Proficiency in Microsoft Word and Excel;
- Proficiency in Spanish is preferred.

Salary DOE. Excellent benefits. To apply, please send a cover letter and resume to [mhpjobs@urbanjustice.org](mailto:mhpjobs@urbanjustice.org). Please write "Temporary Peer Specialist" in the email subject line. Due to high volume, we are unable to respond to all applicants and will contact only those candidates selected for further consideration.

The Urban Justice Center is an equal opportunity employer. All qualified applicants will be afforded equal employment opportunities without discrimination because of race, religion/creed, color, national origin, sex, age, disability, sexual orientation, military status, predisposing genetic characteristics, victim of domestic violence status or marital status.