

Job Posting

RESOURCE CENTER SPECIALIST

Baltic Street's Community Resource and Wellness Center
at 882 3rd Ave, 10th Floor. Brooklyn, NY 11232

20 hour – Part time position

The mission of Baltic Street AEH, Inc.'s, Community Resource and Wellness Center is to provide a safe haven for adults who experience mental health lived experience. We promote ongoing recovery through peer support, advocacy, empowerment, and social skills development. We believe in a holistic approach consisting of art, music, writing, and gardening as viable tools for recovery and self-expression in a culturally competent environment. We offer an atmosphere that is relaxed and friendly where people can gather, get assistance with basic needs, socialize, and help one another move towards an enhanced quality of life. Peer staff will assist participants as they set personal goals, identify strategies to meet those goals and develop networks of natural supports to enable them to integrate into the greater community.

ESSENTIAL FUNCTIONS:

- Interact regularly and establish trusting relationships with participants while providing needed support.
- Provide individual advocacy, self-help, and empowerment tools (such as the Wellness Recovery Action Plan) to participants.
- Provide support to participants with various aspects of the Resource Center's environment, assist in finding and using in-house resources such as art supplies, computers, musical instruments, library, etc.
- Support participants in researching and locating resources within their community such as gym memberships, case management and other services.
- Facilitate or co-facilitate self-help and mutual support groups.
- Participation and assistance in planning special events.
- Answer phone, take messages and greet participants.
- Inputting participant data on Foothold (AWARDS) data base system.
- Other tasks as required and assigned by management.

QUALIFICATIONS:

- Experience as a peer specialist, or other related experience.
- Skill and experience in recovery-oriented practices, Understanding of the 8 Dimensions of Wellness and Wellness Recovery Action Plan (WRAP).
- Basic knowledge of mental health and community resources.
- Excellent communication and writing skills
- Creative art abilities in one or more areas.
- Computer skills: Microsoft Word, Microsoft Excel, Internet research skills.
- Ability to work well in a team environment.
- Bilingual a plus.
- High School Diploma or GED required.
- New York State APS certification preferred.
- We follow NYS vaccine mandates.

Email or fax resume and cover letter to:
Sean Brennan – Program Manger
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