



AIDSAlabama
Housing Is Healthcare

Open Position Job Description *Living Well MISSION* *Peer Support Specialist*

Reports to	LWOC/LWM Program Coordinator, Clinical Director
Physical Requirements	Must be able to travel to community sites to provide services as needed.
Minimum Qualifications	At least three years of personal substance use or mental health recovery and active involvement in recovery process. Familiarity with various substance abuse recovery processes. Awareness of supportive community resources. Organization and management skills. Good written and verbal communication. Valid AL Driver's license, reliable transportation, good driving record and H.S. Diploma/GED
Preferred Qualifications	Certification as a Peer Support Specialist
Overall Mission	Provide individual and group services for consumers enrolled in the Living Well MISSION
Hours	40 hours weekly, must be able to work night/weekend hours as needed depending on consumer needs

Areas of Responsibility

1. Work as a vital member of the treatment team providing services for homeless and previously homeless individuals with substance abuse, mental health, and/or co-occurring problems;
2. Utilize goal-setting processes to help consumers articulate personal recovery goals and identify skills, strengths, supports, and resources necessary to achieve these goals and highlight skills, strengths, supports, and resources they share or have personally used;
3. Help consumers locate and join self-help/support groups and offer to attend initial meetings with them, stressing the importance of joining and regularly attending these groups;
4. In all interactions, model and teach through example healthy coping, self-help strategies, appropriate social interactions, problem-solving, and healthy interpersonal relationships;
5. Support consumers' vocational goals by discussing opportunities, application and interview processes, and strategies for maintaining employment;
6. Maintain a working knowledge of current trends and developments in the mental health field through review of books, journals, and other relevant materials;
7. Attend continuing education seminars and other in-service training when offered;
8. Complete all documentation and billing procedures as required by the agency, ADMH, and Ryan White Program Standards;
9. Must be willing and able to complete all required trainings in obligatory timeframes;
10. Participation in agency activities and fundraisers is expected as necessary and requested;
11. Majority of time will be in the community supporting and assisting clients;
12. Other duties as assigned.

Work Environment

1. Schedule: Work hours are full-time and may include nights and/or weekends; varies based on the needs of the agency and communities.
2. Physical Requirements: May lift up to 50lb occasionally; long periods of standing, stooping, bending, and sitting.
3. Safety/Environmental: Exposure to multi-cultural consumers and/or family members with HIV/AIDS (or other STI's) as well as impaired cognitive behaviors.

Overall Expectation

Represent the agency through all methods of communication in a way that reflects the agency’s mission. Adhere to all AIDS Alabama, Inc. Policies, Procedures, and Guidelines (including, but not limited to, Human Resources/Personnel, Finance, Operational, and Housing) as presented and as adapted. Establish a strong, solid line of communication with all levels of employees and external business partners. All employees are expected to perform and communicate openly, effectively, and professionally with staff members, consumers, and external business partners. Must be willing and able to complete all trainings in obligatory timeframes. All employees are expected to perform in a mature, professional, business-like manner. Participation in agency activities, testing events, and fundraisers is expected as necessary and requested. Be aware that breach of confidentiality is grounds for dismissal. This job description can be modified to reflect additional tasks.

AIDS Alabama expects staff to create a safe space in which all people are valued, respected, and treated with dignity; sexuality is accepted as a healthy part of being human. In such a space, all people would be celebrated for who they are and provided with the economic, educational, and social opportunities to reach their full potential.

AIDS Alabama is an equal opportunity employer

Employee’s signature

Date

Human Resources signature (or assigned designee)

Date