

LINN COUNTY CLASSIFICATION

TITLE: PEER SUPPORT SPECIALIST
NUMBER: 773
PAY RANGE: 10
CATEGORY: SEIU

APPROVAL ORDER
NUMBER: 2011-369
DATE: October 26, 2011

GENERAL STATEMENT OF DUTIES/JOB OBJECTIVES: Supports clients receiving mental health services by providing hope, encouragement, support, self-determination, and connection to the community. Acts as a member of the treatment team and as an advocate for the needs and rights of individuals being served.

SUPERVISION RECEIVED: Works under the supervision of a Supervising Mental Health Specialist. There will be closer supervision for the more difficult tasks of position. Work is reviewed for accuracy, quality, quantity, and conformance to department and program policies and procedures, and Oregon Administrative Rules. As expertise is demonstrated, greater independence of action is encouraged.

SUPERVISION EXERCISED: Supervision of other employees is not a responsibility of the position but an incumbent may assist in the job orientation of new personnel.

ESSENTIAL FUNCTIONS: A person employed in this classification must possess the capability to perform the following duties to be considered for and to remain in this position. These duties are essential functions requiring the critical skills and expertise needed to meet job objectives.

1. Provides individual and group recovery skill development in the community setting to clients with mental health disorders.
2. Acts as a role model to clients to inspire hope, share life experiences, and lessons learned as a person in recovery. Assists in identifying and using recovering client's abilities, strengths, and assets and facilitates the development of a sense of wellness and self-worth.
3. Provides ongoing assistance in addressing barriers for individuals that are not engaging in treatment, clients needing support services, and clients needing assistance in connecting with community resources and their environment.
4. Provides information and supportive navigation of the mental health system, providing information and referral, coaching in how to access available service options and needed support.
5. Carries a recovery coaching workload of Linn County Mental Health clients, facilitating the development of recovery skills, providing care coordination and the opportunity for clients receiving mental health services to direct their own recovery process. Complies with all Department and Program policy, procedures and documentation requirements
6. Assists the treatment team in developing a care coordination plan and proactive safety/crisis plan.

7. Receives client feedback and concerns as part of the Linn County Mental Health Services' complaint process.
8. In the event of a public health emergency, may be expected to participate in tasks which may include changes in the scope of position responsibilities and working hours.
9. Develops and maintains effective, harmonious, and reasonable work relationships with others.
10. Maintains regular and predictable work attendance.

OTHER FUNCTIONS: This classification covers the most significant essential functions performed by an employee in this position, but it does not include other occasional work, which may be similar to, related to, or a logical assignment of this position.

RECRUITING REQUIREMENTS:

KNOWLEDGE AND ABILITIES: Be a self-identified current or former user of mental health services who can relate to others who are now using those services. Have personal experience and knowledge of recovery. Be able to establish trusting relationships with their clients and be able to work independently and as a team member. Have a good knowledge of city's public transit system and be able to use computer to record services or be willing to learn.

Model and mentor recovery process and coping skills. Provide stage-appropriate recovery education and supports using evidence-based practices. Assist in the orientation process for clients who are new to receiving mental health services. Demonstrate cultural sensitivity and competence and be trauma-informed as relevant to the needs of clients. Help clients identify their personal interests and goals and help them recognize early triggers and signs of relapse. Promote the use of coping strategies as an alternative to more restrictive services.

EXPERIENCE, EDUCATION, AND TRAINING: Have a high school diploma or GED with a demonstrated proficiency in reading and writing. Have maintained, within the last three (3) years, at least 12 (not necessarily consecutive) months of successful full or part-time paid or voluntary work experience or one year of post-secondary education totaling 24 credit hours.

NECESSARY SPECIAL QUALIFICATIONS: Have completed and passed a Peer Support Specialist certification program approved by the State of Oregon. Possession of a valid motor vehicle operator's license and an acceptable driving record at the time of appointment may be a condition of employment.

PHYSICAL DEMANDS AND WORK ENVIRONMENT: Work is generally performed in the community and not in the clinic setting. Work will involve travel to Linn County Mental Health to type progress notes on a computer, attend staff meetings, and meet with supervisor. Requirements include the ability to see, talk, hear, sit, stand, walk, climb stairs, bend, stoop, use hands to operate objects and type on a computer keyboard. Must be able to reach with hands and arms and lift or move thirty (30) pounds.