

Detroit Rescue Mission Ministries

JOB DESCRIPTION

JOB TITLE: Peer Recovery Coach **LOCATIONS:** CGC, GE3
REPORTS TO: Treatment Supervisor **POSITION:** Non-Exempt

JOB SUMMARY:

Under the general direction of the Treatment Supervisor, provides non-clinical recovery services intended to aid individuals in establishing and maintaining individual and family recovery support services from identified mental health and AOD use/addiction disorders. They will offer encouragement, support, out-reach and training that engages the person served in recovery and facilitates linkages to community supports and resources.

ESSENTIAL FUNCTIONS:

1. Will and does work with clinical staff utilizing person-centered planning methods for the creation of a Recovery Plan, a Recovery Action Plan or a Recovery Wellness Plan.
2. Assist the person served in articulating their personal recovery goals;
3. Assist the person served in clarifying the objectives necessary to accomplish these goals;
4. Informs the person served of community and natural supports/resources, educates the person served and their families concerning what and how to utilize these services and assist in assessing what supports are, most useful to them.
5. Teaches and models problem solving skills, effective and appropriate social skills and skills related to vocational/employment obtainment and success.
6. Attends treatment team meetings to report on the progress or lack of concerning the person served on their treatment and/or recovery plan.
7. Promotes use by the person served of self-directed recovery tools, advocates for recovery based services and to advance the principles of self-determination.
8. Assist the person served in obtaining services that suit their recovery need particularly through the individuals' development of empowerment skills and self-advocacy.
9. Assist the person served in finding decent affordable housing of their choice in the most integrated and independent area possible.
10. Maintain records in accordance with professional standards and assure that files are complete in terms of participant's needs, services provided and care plans.

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11. Assure that all actions taken on behalf of participants are documented on a timely basis. Records support billing statements and conform to DRMM quality control standards. Administrative records and reports are accurate and timely.
12. Attend and participate in in-service education and training, multi-disciplinary staff meetings or general staff meetings as required.
13. Participate in daily, weekly, and monthly Spiritual Life Activities, including leading individual and group Christian prayer, bible study, edification and testimony sharing. Serve on the monthly rotational Spiritual Life Committee of your DRMM location. Participate in special Spiritual Life events and programs as needed.

OTHER DUTIES & RESPONSIBILITIES:

1. Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

1. High School Diploma or GED required. May also possess any of the certifications currently offered through the MCBAP.
2. Two years of progressive and stable recovery which can and does include mental health, codependency as well as AOD recovery;
3. Familiarity and experience with accessing community and natural supports and resources within the metropolitan Detroit/Wayne County area.
4. Interpersonal skills necessary to effectively communicate with residents and other personnel in situations requiring tact and patience.
5. Ability to display a professional decorum at all times.
6. Mental ability to frequently handle pressures related to simultaneous handling of multiple projects, and various youth personalities, and disruptions.
7. Physical ability to periodically sit or stand for long periods of time and to bend/lift/carry items while setting up training rooms.

WORKING CONDITIONS:

1. Normal office environment with little discomfort due to heat, dust, noise and the like.
2. May be required to work evenings and weekends on an occasional or ongoing basis.

This job description is intended to describe the general nature and level of work being performed by a person assigned to this job. They are not to be construed as an exhaustive list of all job duties that may be performed by a person so classified.