Job Posting

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**JOB SUMMARY:**
Under the direct supervision of the Clinical Team Manager and/or the Team Leader, the Peer Specialist works with the CSP team in assisting and empowering peer consumers by identifying concerns, developing strength based individual service plans (ISP) and carrying out the ISP goals with the peer consumers. This is a part-time position of approximately 16 hours per week.

**QUALIFICATIONS:**

*Essential*
- Certification in WI as a Certified Peer Specialist
- Commitment to work toward improving cultural competence as demonstrated by: valuing difference/diversity; recognizing personal limitations in one’s competencies and expertise, and having the desire to improve in these areas
- Valid driver’s license and access to a car as well as a good driving record

*Preferred*
- Computer experience in a Macintosh system, and ability to resolve computer-related problems.
- Experience in a mental health setting, working directly with consumers with mental health issues,
- Knowledge or experience accessing local resources

**RESPONSIBILITIES:**
- Administrative (Moderate responsibility; 30% of time)
  - Serve as a recovery/peer specialist resource to the team
  - Assist in writing and updates of ISPs.
  - Document interactions with consumers within 48 hours of the contact.
  - Maintain appropriate, positive professional interpersonal relationships with staff, consumers, volunteers and other stakeholders
  - Meet regularly with supervisors and team to update and plan strategy to stay
current on treatment plans, assessments, progress notes.
• Participate in the orientation and training of CSP visitors.

• Clinical (High responsibility; 60% of time)
  • Meet with consumers in identified locations per the ISP (their own homes, at designated medical offices, by phone).
  • Under the direction of the psychiatrist and nursing staff, monitor medication compliance and monitor the benefits and side effects.
  • Observe consumer medical and mental status, progress, and problems, and share observations with the team.
  • Plan, attend and participate in in-service training, conferences and outside training programs as authorized and directed by supervisors.
  • Contribute to the functioning of the treatment team, supporting and covering for other team members as necessary.
  • Dispense and record consumer money and medications.
  • Specific skill training for the consumer including the areas of communication, interpersonal skills, problem solving, assertiveness, conflict resolution.
  • Working with consumers in activities related to pre-employment preparation. Skills assessment, anxiety reduction, education about workplace etiquette, arranging transportation.
  • Offering effective recovery-based services.
  • Assisting consumers in finding self-help groups.
  • Assisting consumers in obtaining services that suit the individual’s recovery needs.
  • Teaching problem-solving techniques.
  • Teaching consumers how to identify and combat negative self-talk and how to identify and overcome fears.
  • Assisting consumers in building social skills in the community that will enhance integration opportunities.
  • The Peer Specialist will lend their unique insight into mental illness and what makes recovery possible.
  • Attending treatment team and crisis plan development meetings to promote consumer’s use of self-directed recovery tools.
  • Informing consumers about community and natural supports and how to utilize these in the recovery process.
  • Assisting consumers in developing empowerment skills through self-advocacy and stigma-busting activities.
  • Transport consumers to scheduled community activities or appointments.

• Programmatic (Medium responsibility; 10% of time)
  • Assist in welcoming visitors to the program and educating them about the peer specialist role in CSP.
  • As directed by the Clinical Team Manager, assist in educating the public, JMHC board members and other JMHC staff about the peer specialist role in CSP.

ADDITIONAL INFORMATION

Applications are available:
• at www.journeymhc.org/careers
• or pickup at Journey Mental Health Center, 625 W Washington Ave., Madison, between
8 a.m. and 8 p.m. Monday-Thursday and 8 a.m. to 5 p.m. Friday
• or by phone at (608) 280-2677

Resumes are NOT accepted in place of completed application forms, but can be attached. Employment is contingent upon a receipt of favorable results of background history and driver’s record check.

Journey Mental Health Center is an Equal Opportunity/Affirmative Action Employer. It is the agency's belief that staff diversity and cultural competence are the foundation for services, which are accessible, effective, and relevant to the diverse needs of Dane County children, youth, families, and adults. Women, disabled, and culturally diverse applicants are strongly encouraged to apply.