

ROWAN COUNTY HUMAN RESOURCES

JOB DESCRIPTION

Job Title: Senior Peer Support Specialist
Department: Health
Revised: November 2022

Class: Paraprofessional
FLSA: Non-exempt

This job description supersedes any prior description for the Senior Peer Support Specialist classification.

GENERAL DESCRIPTION

Opportunity to provide trauma-informed peer recovery support services and other assistance to adults with co-occurring mental illness and substance use disorders in crisis in Rowan County. Under direction of a program manager, this position utilizes personal, lived experience, and professional training to assist individuals in stabilizing crisis, meeting their goals and develop recovery and coping skills. Position works collaboratively with HOPE team staff and emergency personnel to provide support and meet the needs of individuals and their supports. Observes individual's behavior/appearance for signs of acute distress or dangerous behavior. Establishes rapport with individuals through personal disclosure and maintains relationships based on respect, mutuality, and appropriate boundaries. Educates individuals and their supports on the key recovery concepts and resources. Provides education on evidence-based recovery support services to staff. Work is reviewed and evaluated through analysis of reports received and through periodic conferences.

ESSENTIAL JOB FUNCTIONS (Any one position may not include all of the duties listed, nor do the listed examples include all tasks which may be found in positions of this class.)

Works closely with the Harm Reduction Advocate, Community Paramedic, and Public Health Management as an active member of the Post Overdose Response Team (PORT).

Coordinates and facilitates harm reduction program at Rowan County Health Department.

Coordinates connection with overdose survivors within 24-72 hours of the overdose incident (along with members of the PORT Team) with Certified Peer Support Specialist.

Provides harm reduction education, outreach and Naloxone administration training to individuals.

Promotes wellness management strategies, which includes delivering therapeutic interventions (e.g., Wellness Recovery Action Planning or Illness Management and Recovery) and employment services.

Compiles and maintains records and data for individuals connected to support and services; prepares and submits documentation accurately and on time.

Attends the Substance Abuse Task Force Monthly Meetings and other identified meetings and trainings.

Potentially works within the prison and/or local hospital to provide peer support care.

Models recovery values, attitudes, beliefs, and personal action to encourage wellness and resilience.

Assists clients by finding resources, advising the consumer of processes, and encouraging follow through with proposed resolutions, locating social activities, or provide other assistance as needed.

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Models effective coping and self-help techniques to individuals or groups of consumers.

OTHER JOB FUNCTIONS

Performs related duties as required.

Management reserves the right to add or amend duties at any time.

KNOWLEDGE, SKILLS, AND ABILITIES

General knowledge of Public Health principles, practices, and procedures.

General knowledge and skills in the use of education/training principles.

Skill in problem solving and decision-making and the ability to work independently.

Skill in the use of computers and applicable software.

Ability to comprehend and apply the Federal Health Insurance Portability and Accountability Act (HIPAA) of 1996, and the current Privacy and Security Amendments of this Act.

Ability to assess, plan, develop, implement, and evaluate using a variety of methodologies.

Ability to establish and maintain effective working relationships with coworkers, clients, and the general public.

Ability to communicate effectively both orally and in writing.

PHYSICAL REQUIREMENTS

Work is primarily sedentary in nature. Physical requirements include sitting for extended periods of time, walking, bending, stooping, and lifting books and files of approximately 35 lbs or less. Work may include extended periods of time viewing a computer video monitor and/or operating a keyboard. Work may include operation of a motor vehicle. Employee is not substantially exposed to adverse environmental conditions or hazardous materials.

EXPOSURE CONTROL

Work activity does not entail predictable or unpredictable exposure to blood or body fluids.

MINIMUM EXPERIENCE AND TRAINING

Graduation from high school and two years of related work experience in a supportive informational role; Certification as a Peer Support Specialist required. Valid NC Driver's license required.

**This job description does not create an employment contract,
implied or otherwise.**