

**Position:** Certified Peer Support Specialist/Recovery Coach  
**Position Type:** Full-time, Exempt  
**Reports To:** Director of Operations

**Position Summary:** This position provides support services for persons who are struggling with mental illness and substance abuse. The Peer Support Specialist will work with clients in the community to provide care coordination and transportation services, work individually with clients to develop a recovery plan, provide recovery support and to run peer support groups.

### **Duties & Responsibilities**

- Acts as a role model, mentor, advocate and motivator to recovering mental health and substance abuse clients in order to help prevent relapse and promote long-term recovery.
- Ability to share personal recovery experiences and to develop authentic peer-to-peer relationships while maintaining healthy boundaries and ethical standards at all times.
- Provide peer engagement, support and guidance for clients in need of immediate treatment at community and social service agencies throughout DuPage & Kane County.
- Engage newly admitted clients at all DuPage County Centers to ensure access to medical care and other social determinants of health.
- Follow up with and engage potential clients who have scheduled an initial appointment but did not show, or current clients that continually cancel to provide education on treatment benefits and options, and decrease anxiety and resistance toward participating in treatment.
- Encourage and assist clients to participate in physical, social, recreational, educational and other rehabilitation goals to facilitate recovery and full participation in life.
- Assist clients in identifying personal interests, goals and strengths to increase successful treatment outcomes.
- Assist clients in identifying barriers (internal and external) that may interfere with their recovery progress, and help client to develop strategies to overcome identified barriers.
- Assist clients in the community including transportation needs, crisis support, court appointments, benefits and entitlements appointments and other identified needs.
- Help clients to identify and access community resources, and link clients to appropriate professional resources when needed.
- Ability to work with peers, families and staff in a caring and respectful manner, and with due understanding of and consideration for cultural differences.
- Ability to complete electronic and written forms and reports in an accurate and timely manner.

### **Qualifications and Experience**

- Current Peer Support Specialist Certification through the state of Illinois.
- Must have 2 years of documented sobriety
- Knowledge and skill to teach and engage in basic problem solving strategies to support individual clients in self-directed recovery
- Knowledge of the Recovery process and the ability to facilitate recovery
- Knowledge about the intake process and services
- Must have High School Diploma or GED
- Must be computer literate
- Must pass background check and drug screen

**Hiring Policy:** Serenity House Counseling considers applicants for all positions without regard to gender, race, color, religion, age, national origin, ancestry, disability, political affiliation, marital status, sexual orientation, or any other legally protected status.