

Company: SOAR Case Management Services Inc.
Position: Certified Peer Specialist (PRN) - Solstice House
Reports to: Peer Services Supervisor
FLSA status: Non-Exempt
Revised: April 2022

To successfully perform this job, the individual must be able to perform each essential job responsibility satisfactorily. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential job responsibilities.

General Description: The primary responsibility of this position is to use their own unique life experience to guide and support persons served and guests who are in some form of recovery. This position works in conjunction with trained and educated professionals while providing peer support, mentoring, group facilitation and problem solving with individuals living with mental illness. The PRN position is assigned shifts “as needed” and does not have a regularly set schedule but must work a minimum of one (1) 8-hour shift once per quarter to maintain PRN employment status with SOAR. When the shift of a PRN is completed, the work is complete with no carryover of responsibilities to the next assigned shift.

Essential Job Responsibilities:

100% Provide peer support to guests:

- Provide recovery-oriented, person-centered peer support services to guests at Solstice House and warmline callers.
- Serve as a mentor for peers and provide them with an example of what they can strive for in their recovery.
- Encourage and inspire guests and callers to actively engage and maintain relationships with programs during and following respite stay.
- Coordinate the logistics of guest arrival including pre-arrival guest screening, orientation, community referrals, and guest engagement at Solstice House.
- Coordinate the logistics of guest departure including departure planning, and follow-up evaluation.
- Accurate and timely completion of documentation of warmline callers and guest data.
- Maintain a safe, sanitary, and healthy environment at the Solstice House, including following cleaning procedures consistent with CDC and DHS recommendations.
- Communicate and provide consultation with other staff members.
- Recognize and respect the lived experience of all guests and callers.
- Attend mandatory meetings, if working 8 hours or more per month.
- Commitment to work a minimum of one 8 hour shift at Solstice House per quarter to retain PRN employment status.
- Adhere to the Wisconsin Certified Peer Specialist Code of Ethics.

Required Skills and Competencies:

- High School Diploma or GED is preferred.
- Active Wisconsin Certified Peer Specialist certification is required.
- Identify as a person with lived experience of recovery with mental health and/or substance use concerns.
- Demonstrated ability to provide client care in a social service setting is required.
- Demonstrated understanding of principles of recovery.
- Demonstrated ability to communicate effectively (both orally and in writing).
- Demonstrated ability to work collaboratively with a range of personality types.
- Demonstrated ability to value recovery and recognize the importance of culturally appropriate, patient-centered, trauma-informed care.
- Must be able to successfully pass a caregiver background check at hire and annually thereafter in accordance with the state and local DHS requirements.
- Full vaccination status for COVID-19 is required. An individual is considered fully vaccinated two weeks weeks after receiving the second dose of a Pfizer or Moderna vaccine, or two weeks after receiving a single dose of the Jansen/J&J vaccine.

Physical Demands and Work Environment:

Physical:

<input checked="" type="checkbox"/> Balancing	<input type="checkbox"/> Feeling	<input type="checkbox"/> Lifting: #s	<input type="checkbox"/> Smelling	Seeing:
<input checked="" type="checkbox"/> Carrying	<input checked="" type="checkbox"/> Typing	<input type="checkbox"/> Pulling	<input type="checkbox"/> Tasting	<input checked="" type="checkbox"/> Close
<input type="checkbox"/> Climbing	<input checked="" type="checkbox"/> Grasping	<input checked="" type="checkbox"/> Sitting	<input checked="" type="checkbox"/> Talking	<input checked="" type="checkbox"/> Far
<input type="checkbox"/> Crawling	<input checked="" type="checkbox"/> Hearing	<input checked="" type="checkbox"/> Standing	<input checked="" type="checkbox"/> Walking	<input checked="" type="checkbox"/> Color
<input type="checkbox"/> Crouching	<input type="checkbox"/> Kneeling	<input type="checkbox"/> Stooping	<input checked="" type="checkbox"/> Other: Bending, Reaching	<input type="checkbox"/> Depth

Environmental:

<input type="checkbox"/> Airborne Particles	<input type="checkbox"/> Fumes	<input type="checkbox"/> Odors	<input type="checkbox"/> Weather
<input type="checkbox"/> Caustics	<input type="checkbox"/> High Places	<input type="checkbox"/> Temperature	<input type="checkbox"/> Other:
<input type="checkbox"/> Chemicals	<input type="checkbox"/> Moving Parts	<input type="checkbox"/> Toxicants	<input type="checkbox"/>
<input type="checkbox"/> Electrical Current	<input type="checkbox"/> Muscular Strain	<input type="checkbox"/> Vibration	<input type="checkbox"/>
<input type="checkbox"/> Explosives	<input checked="" type="checkbox"/> Noise	<input checked="" type="checkbox"/> Vision Strain	<input type="checkbox"/>

Disclaimer:

The above statements are intended to describe the general nature and level of work being performed by an employee assigned to this position. Other duties, responsibilities, and activities may change or be assigned at any time with or without notice.