



CARING FOR OUR COMMUNITY ONE PERSON AT A TIME

Job Description

<i>Job Title:</i>	Peer Specialist
<i>Department:</i>	Special Project: Safe Options Support (SOS)
<i>Position Status:</i>	Full Time, Non-exempt
<i>Expected Pay Rate:</i>	\$23.00 per hour
<i>Supervised by:</i>	SOS Team Leader

General Statement of Duties:

The Peer Specialist is responsible for providing outreach and support to unhoused individuals primarily in Tioga County, both before and after their move from street to home, that enhances their daily living skills, engagement in needed services, and personal empowerment.

Specific Duties or Typical Work Activities:

- Conducts persistent and assertive street outreach and engagement to individuals experiencing homelessness, using strengths-based approaches beginning at known “hang-outs” or “hot spots,” during inpatient hospital admissions, or emergency room visits
- Continuously assesses the health and social needs of individuals through SOS’s conversational and observational assessments and formalized risk assessment tools for those identified as being at high risk
- Participates in hospital discharge planning meetings to identify the best community resources for individuals
- Collects and reports data; works with others to use data to inform future care delivery
- Works with individuals and their housing providers to resolve clinical issues that negatively impact the individuals’ ability to manage and retain stable housing
- Fosters relationships with community providers to ensure that individuals are connected with appropriate services as they transition into stable housing
- Assists with appointment navigation including accompaniment to appointments, travel to trainings, reengagement in community care, and addressing barriers to care
- Reviews documentation and conducts immediate needs assessments to determine the medical, psychiatric, housing, and other social needs in the community
- Obtains historical and collateral information from multiple sources to support individuals’ behavioral and physical health needs
- Monitors, evaluates, and records individuals’ progress with respect to care plan goals
- Attends and participates in team meetings and supervisory sessions
- Other related work, as required

Required Knowledge and Skills:

- Knowledge of mental health and co-occurring disorders, including some knowledge of diagnoses, treatment options, and recovery concepts
- Knowledge of resources for unhoused individuals in Tioga and surrounding counties
- Knowledge of treatment, rehabilitation, and community support programs as they relate to individuals experiencing homelessness
- Ability to actively listen to others, empathize, interact, and communicate appropriately and effectively with individuals, Agency staff, and community service providers including using motivational interviewing and other communication techniques
- Familiarity with Microsoft Office, Internet, and web-based software applications
- Ability to prepare accurate and timely documentation

- Ability to work both independently and cooperatively within a team
- Ability to maintain confidentiality and demonstrate good boundaries

Qualifications:

- High School Diploma or equivalent is required
- OMH NYS Peer Certification or comparable training in peer advocacy
- Experience providing advocacy services to individuals with mental health concerns and/or who are experiencing homelessness
- Self-identification as a person with lived experience in behavioral health, substance use services, and/or services for unhoused individuals is required

Additional Expectations:

- Must have a valid NYS Driver License, an acceptable driving record, and adequate auto insurance coverage with access to reliable transportation
- Must comply with Agency and program policies & procedures
- Required to understand and abide by the laws, regulations, policies, and procedures that apply to the program or services provided
- Required to report any known or suspected violation of laws, regulations, policies, or procedures related to programs, services, Agency operations, or personnel of the Agency
- Required to maintain accurate documentation including, but not limited to, purchase orders, petty cash, expenditures, mileage records, and time sheets