



The Guidance Center of Westchester
256 Washington Street
Mount Vernon, NY 10553
TheGuidanceCenter.org

PLEASE POST AVAILABLE POSITION

POSITION: Certified Peer Specialists; Recovery Peer Advocates

PROGRAM: Home and Community Based Services (HCBS)

HOURS: Varies - Flexible Part-Time

JOB DESCRIPTION:

Work primarily in various community settings including the homes of program participants who are adults in mental health or substance use recovery.

- Provide advocacy, outreach, recovery and crisis support.
- Assist participants to regain independence within the community and mastery over their own recovery process.
- Assist participants to identify their own individual warning signs of relapse and identifying and developing individual coping strategies and crisis prevention tools.
- Provide supportive peer counseling with respect to mental health, substance abuse, rehabilitation strategies and self-help opportunities.
- Use tools such as the Wellness Recovery Action Plan (WRAP) to assist peers in creating their own individual wellness and recovery plans.
- Promote community socialization, recovery, self-advocacy, self-help, development of natural supports.
- Maintain confidential information within guidelines established by HIPAA and TGCW's Confidentiality Policy.
- Maintain complete electronic and paper records, daily activity logs, mileage logs, and other reports as directed.
- Participate in professional development trainings webinars, and continuing education services.
- Represent peers as needed on agency and community committees. Complete all other assignments as directed.

QUALIFICATIONS:

- Certification or Provisional Certification as Peer Specialist or Recovery Peer Advocate (or able to complete requirements within 3 months of hire)
- Adequate English writing and computer skills for completion of reports, case notes, and other documentation, as needed in electronic health reporting system.
- Personal lived experience with mental illness or substance abuse
- Willingness to share personal experience with others
- Knowledge of travel within Westchester County
- NYS Driver's License and ability to drive agency vehicles preferred

Salary: \$15-\$20 per hour depending on experience

Please include cover letter with resume.

SEND RESUMES TO:

Alicia Lore-Grachan, Director of PROS and HCBS

Alore-grachan@theguidancecenter.org

Or Fax: 914.664.8189