



**JOB TITLE:** Peer Recovery Coach

**DEPARTMENT:** Substance Use Disorder Initiatives Office

**LOCATION:** 437 Revere Street, Revere, MA 02151

**HOURS:** Maximum of 35.0 Hours per Week

**SALARY:** \$20.00 Per Hour

## **OVERVIEW**

The City of Revere's Substance Use Disorder Initiatives (SUDI) Office is tasked with overseeing the strategic coherence of the City's Substance Use Disorder (SUD) efforts, and managing the day-to-day operations of the work. Its mission is to humanize SUD so that people are treated with dignity and respect, and empowered to meet their full potential. The SUDI Office is hiring a Regional Peer Recovery Coach. This position reports to the Regional Program Coordinator, and receives supervision from the Direct Service Coordinator.

## **ESSENTIAL FUNCTIONS**

The essential functions or duties listed below are intended as illustrations of the various type of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is logically assigned to the position:

### **RECOVERY-ORIENTED**

- Share a message of hope that will help others envision and achieve a meaningful and purposeful life
- Identify and build upon a person's strengths and empower them to direct their own pathway to recovery
- Utilize a strengths-based framework that emphasizes physical, psychological, and emotional safety and creates opportunities for survivors to rebuild a sense of control and empowerment

### **PERSON-CENTERED**

- Assist in the creation of individualized recovery plans to identify multi-faceted goals and concrete steps to achieve them
- Align hopes, goals, and preferences of the individual served and respond to specific needs

### **RELATIONSHIP-FOCUSED**

- Share personal recovery experiences and develop authentic peer-to-peer relationships
- Serve as a peer mentor who can be counted upon to provide respectful, trusting, empathetic, collaborative, and mutual support

### **COMMUNITY-CONNECTEDNESS**

- Explore and share existing recovery resources, including education, employment, housing, childcare, and others

- Serve as a point of contact to community partners to provide access to care
- Help individuals and families navigate the system, and provide assistance in removing existing barriers
- Link individuals and families to supportive recovery networks
- Performs other related duties as required

### **QUALIFICATIONS**

- Revere residency required. Waiver required for non-Revere residents
- Must have a valid Massachusetts driver's license
- Successful completion of the BSAS Recovery Coach Academy, Ethical Considerations for Recovery Coaches and Motivational Interviewing Training
- Lived experience(s) as a unique skillset that enhances the recovery process
- Strong communication, interpersonal skills to build rapport
- Experience and knowledge of the North Shore and how to access SUD-related resources and other associated social support services
- Be willing to work evenings, nights, weekends, and holidays as needed
- High School Diploma or GED

### **PREFERRED QUALIFICATIONS**

- Recovery Coach Certification required within first 12 months of employment
- Knowledge of multiple pathways and experience with Harm Reduction strategies
- Familiar with the Criminal Justice system, including courts and correctional facilities

### **KNOWLEDGE, ABILITY, AND SKILLS:**

#### **Knowledge:**

- Knowledge of common recovery techniques and practices

#### **Abilities:**

- Ability to communicate effectively both verbally and in writing
- Ability to follow written and oral directions and instructions
- Ability to work effectively and multitask in a fast paced environment

#### **Skills:**

- Skilled in using automated systems and the Microsoft Office suite of products
- Creative thinking, listening and problem solving skills

### **WORK ENVIRONMENT**

Work is performed primarily in office conditions. Communication with people seeking services requires considerable patience, courtesy, and discretion in an impartial manner. Work frequently involves dealing with people in high pressure and/or conflict situations.

**DISCLAIMER**

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of the person so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time as needed.

The City of Revere is an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability or protected veteran status, or any other legally protected basis, in accordance with applicable law.

Interested candidates should submit a resume, cover letter to [jobs@revere.org](mailto:jobs@revere.org) by 5:00 PM Friday, March 15, 2019