

Community Action Marin has an open position(s) within the Mental Health Program.

Job Title: Peer Support Specialist
Status: Full-time / Non-Exempt & Part-time / Non-Exempt
Org Band: Frontline
Salary Range: FT \$31,200 - \$39,000 DOE (40 hours per week)
PT \$15,600 - \$19,500 DOE (20 hours per week)

Job Summary

This position is to work in conjunction with a team leader to provide mental health services to adults with psychiatric disabilities.

Primary Responsibilities:

- Maintain progress reports and documentation/billing reports; completes other forms as required in a timely manner.
- Maintain standards of productivity as established by the team
- Use own experience as a mental health client to engage with clients and acts as a role model
- Understands what crisis intervention is and how and when to contact law enforcement or a supervisor for assistance.
- Provides information and assists client with access to community services and resources
- Communicates with physicians, psychiatrists, and therapists as well as other service providers as needed
- Transports clients to appointments and other locations
- Under supervision, work with both mentally ill clients and their families to help them reach goals by providing education and resource information
- Works as part of a team to provide services to clients and regular communication to team members
- Helps clients learn daily living skills
- Assist clients with setting up appointments and helping them to follow through
- Ability to complete assigned tasks with moderate supervision
- Make and share observations regarding changes in clients' mental health and other related factors such as financial, legal and housing issues.
- Attends staff meetings and other required meetings
- Adheres to agency policy regarding confidentiality
- Co-facilitates groups for clients when requested to do so
- Other duties as assigned

Qualifications

- General knowledge of mental illnesses and psychiatric medications; pass both a written and oral test demonstrating knowledge of these areas
- Successful completion of the basic and intermediate Peer Counseling classes

- Minimum of one (1) year experience working with adults diagnosed with serious, chronic mental illness
- Dual diagnosis experience desirable
- Recipient of mental health services, current or past
- Ability to work under pressure
- Works with supervision and able to exercise appropriate judgment
- Excellent verbal and written skills
- Computer skills - including Outlook, Excel and Word
- Deep understanding – and ability to articulate – the role equity, inclusion, and diversity plays in our work.
- Valid California driver's license and must be insurable by CAM auto insurance, may be required to use personal automobile
- Bilingual (English/Spanish) desirable

Send cover letter and resume to: Iris Allen-Willis, MH Direct Services Manager
at iallenwillis@camarin.org