



Winnebago County  
*The Wave of the Future*

## **JOB POSTING**

**POSITION TITLE:** Peer Support Specialist

**LOCATION:** Oshkosh

**HIRING RANGE:** \$20.61 – 22.90/Hr.

**STATUS:** Full time

**HOURS PER WEEK:** 40

**WORK HOURS:** 8 am – 4:30 pm

**APPLICATION DEADLINE:** Recruitment will be ongoing

*Current Winnebago County employees interested in applying for this position will need to complete the Winnebago County Application for [Internal Department Transfer Form](#). Other parties interested in applying for this position will need to complete the [Winnebago County Application for Employment](#).*

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## **WINNEBAGO COUNTY POSITION DESCRIPTION September 2017**

**POSITION TITLE:** Peer Support Specialist

**DEPARTMENT:** Human Services – Behavioral Health Services

**PAY BASIS:** Hourly

### **PURPOSE AND SUMMARY:**

To engage and encourage mental health and/or substance abuse peers in recovery, sense of community and belonging, supportive relationships and valued roles. To promote wellness, self-direction and recovery focus, enhancing the skill and ability of peers to meet their chosen goals. View and engage peers as equals.

### **ESSENTIAL FUNCTIONS:**

1. Supports Behavioral Health Consumers to self-determination and advocate for their needs and desires by providing an environment of recovery, wellness and hope.

2. Encourages peers to become self-directed, focus on their strengths, exercise use of natural supports, develop their own recovery goals, and strengthen valued roles within their community.
3. Encourages peers to construct their own recovery and wellness plans which also include proactive crisis plans.

#### **ADDITIONAL ESSENTIAL DUTIES:**

1. Partners with Behavioral Health consumers to identify and connect with resources.
2. Support Behavioral Health consumers who seek to identify goals, dreams and desires for their wellness, recovery and/or futures.
3. Explores with peers their experiences and support these individuals in getting appropriate resources for help.
4. Supports peers in crisis to explore options that may be beneficial to returning to emotional wellness.
5. May accompany or provide transportation to behavioral health consumers to appointments, meetings or community resource settings in an effort to support the consumers goals.
6. Applies Trauma Informed Care principles and practices, with a strong commitment to fostering a positive healthy work culture.
7. Performs other duties as may be assigned.

#### **WORK RELATIONSHIPS:**

1. Reports to CSP/CCS Supervisor.
2. Works with consumers, CSP and CCS-Team Case Managers, Mental Health Technicians.

#### **REQUIRED EDUCATION, EXPERIENCE, TRAINING, AND CERTIFICATION:**

1. Certified Peer Specialist Training and Certification and familiarity with recovery values and principles.
2. Lived experience with psychiatric and substance use disorders, strong emotional distress and/or trauma.
3. Experience in providing peer support.
4. Must have the ability to freely move in the community. (Such as through the possession of a valid driver's license or other means.) Access to a vehicle is desired.

#### **KNOWLEDGE, SKILLS, AND ABILITIES:**

1. Willingness to facilitate groups and engage in advocacy.
2. Knowledge of community resources.
3. Ability to work independently but utilize supervisor for advice, direction and general consultation when necessary especially about ethics, boundaries and confidentiality. Ability to effectively plan and organize work.

4. Ability to establish and maintain effective working relationships with agency staff and agency resources.
5. Possesses effective and strong written and verbal communication skills including listening skills.
6. Knowledge of computer applications helpful.
7. Ability to access transportation on a regular basis.
8. Assist with delivery of medications to peers if necessary.
9. Working knowledge and understanding of Trauma Informed Care preferred.
10. Ability to effectively address and resolve conflict and to manage stress in a professional manner.

**PHYSICAL REQUIREMENTS:**

1. Ability to access persons served and their support services. Residential settings may include steps.
2. Ability to perform most work from a sedentary position, sit for extended periods of time, frequently stand and walk.
3. Ability to function in situations encountered in a normal office setting.
4. Ability to use standard office equipment including telephone, computer, printer, photocopier, and scanner.
5. Ability to travel to other County departments and locations.
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