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**POSITION: Peer Specialist**

**REPORTS TO: Community Health Manager**

**STATUS: Exempt**

Broward Healthy Start Coalition, Inc., (Coalition) is a nonprofit 501(c) 3 corporation located in Fort Lauderdale, Florida that leads a cooperative community effort to reduce fetal and infant mortality and improve the health and developmental outcomes of infants, childbearing women, and their families in Broward County.

**POSITION DESCRIPTION**

This position is a Peer Specialist position for an individual in recovery from substance use disorder that wants to support other individuals in the community on their recovery journey. This position will work with hospitals, medical providers, community organizations and other partners working together to connect families to treatment, perform case management responsibilities such as linkages to employment opportunities, housing navigation, and education resources, and any other desired support services that support the recovery process. A goal of this position is to ensure mothers, fathers, infants, and family members can access and receive supports to prevent the negative outcomes associated with an infant’s prenatal exposure to substance use. This position is a member of the Behavioral Health Program team and reports to the Community Health Manager.

**PRIMARY DUTIES**

* Provide peer support in an environment of giving and receiving help, founded on key principles of respect, shared responsibility, and mutual agreement of what is helpful.
* Perform home visits and other face to face visits at hospitals, medical offices, or other locations with pregnant women and newly parenting persons with substance use disorders to facilitate and engage them in the treatment process.
* Utilize a case tracking system for documenting service provided to the families to ensure coordination of services.
* Act as a liaison to hospital staff in Mother-Baby and NICU departments in the seven (7) birthing hospitals in Broward to engage and link patients to treatment and support services available for substance use disorders and initiate a Plan of Safe Care prior to discharge. Identify key points of contact for follow-up communication.
* Initiate Plan of Safe Care for families with substance use disorders and substance exposed newborns and assure the plan is transferred to the home visiting provider for ongoing updates and tracking.
* Schedule multidisciplinary case review meetings as needed to discuss and coordinate the client’s case plan and regularly involve the client for input throughout the process.
* Perform case management activities as needed during crisis situations.
* Conduct assessments to identify housing, education, and employment needs, and obstacles to stability.
* Work closely with Healthy Start Care Coordinator and/or Supervisor to ensure client receives coordinated wraparound services.
* Provide advocacy and referrals relative to finding and maintaining permanent housing.
* Work closely with Department of Children and Families, Broward Behavioral Health Coalition, BSO Child Protective Investigations, Health Care Providers, Treatment Providers, internal Coalition staff, and others to facilitate services for families.
* Participate in local and statewide calls, webinars, and trainings as they are held.
* Engage client, gather data, and use that data to determine what opportunities clients are seeking in order to place them in the appropriate education program and employment opportunity.
* Match job skills with applicant qualifications and refer qualified applicants to employers and conduct necessary follow-up when applicants are placed in positions.
* Engage in the cross-sector network by participating in local meetings, to build relationships and acquire resources that will assist families in the recovery process.
* Perform other related work as required.

**Knowledge, Skills and REQUIREMENTS**

* Current knowledge and experience of substance use disorders.
* Ability to engage and support families experiencing substance use and link them to treatment.
* Ability to perform home visits or other face to face visits to facilitate peer support and treatment linkage.
* Ability to actively participate in committees.
* Proficiency in Microsoft Office computer applications (Excel, Word, PowerPoint).
* Ability to represent the Coalition in the community in a professional manner.
* Knowledge of local health and human service system and providers.
* Excellent communication skills orally and written.
* Effective interpersonal skills.
* Ability to work independently as well as within a team.
* Ability to work flexible hours when needed to meet the needs of families and the community.
* Requires reliable transportation, valid drivers’ license, good driving record and automobile insurance for regular travel throughout Broward County.
* Adheres to HIPPA guidelines.
* Requires occasional travel in Florida for training and conferences.

**EDUCATIONAL REQUIREMENTS AND EXPERIENCE**

* High school diploma or Associate degree are acceptable with at least three years of peer engagement. and support experience; Bachelor’s degree preferred in social services, psychology, sociology, public health, maternal and child health, business administration, or related field.
* Certified Recovery Peer Specialist (CRPS) preferred. If not certified, required to become certified within 12 months of hire.
* Minimum of one (1) year of recovery preferred.
* A minimum of 1-3 years’ professional experience in human services.
* Experience working with diverse communities, organizations, and agencies.
* Experience providing behavioral health peer engagement and support.

**SALARY**

The salary range is $40-$45K annually. Full-time position, Monday through Friday. Compensation is commensurate with qualifications and experience. The Coalition offers an attractive benefits package that includes paid health/dental/vision insurance, short term and long-term disability insurance, life insurance, paid annual and sick leave, employer contribution to 403B after three month waiting period. Mileage reimbursement for local work travel is provided.

**Broward Healthy Start Coalition, Inc. requires all new hires to pass a local and national Level 2 criminal background check prior to being hired. We are an Equal Opportunity Drug Free Workplace Employer.**