



<https://www.mccfl.org/job/peer-support-coordinator-part-time/>

Peer Support Coordinator (Part-Time)

Description

The Peer Support Coordinator provides peer support to clients who may be experiencing mental health issues in the community. This position facilitates contact with providers, assists with transportation issues and other issues that may be barriers to accessing treatment and/or support in the community. The Peer Support Coordinator provides training in independent living skills, documents client progress and issues, and conducts program outreach as necessary.

This position works directly with consumers in the Cottage Program, a consumer-driven and peer-supported program that offers skill building and social networking for adults who have behavioral health issues.

TO APPLY: Download and submit your application materials using the links at the left-hand side of the page. **A signed, completed application is required; submission of a resume is optional and does not replace the application form.** For first consideration, please submit application materials on or before 8:00 a.m. on the date of first screening. MCCFL is an Equal Opportunity / ADA Employer.

Responsibilities

The following list represents the essential responsibilities (functions) of the position. It does not include, however, all of the duties the position may be asked to perform.

- Meet regularly with consumers; train consumers in independent living skills and model same behaviors; provide feedback in the form of log sheets or other documentation describing interactions with consumers.
- Advocate on behalf of consumers and promote self-advocacy; maintain consumer networks in the community. Conduct outreach activities in local communities.
- Communicate with treatment team about problems or concerns; participate in on-going support network with other Peer Support Coordinators. Participate in team meetings with other MCCFL Peer Support Coordinators and volunteers.
- Coordinate and facilitate oversight of outings/activities. Facilitate group planning of activity; ensure the group is in agreement. Accompany group on outings; ensure safety; provide transportation as required and appropriate.
- Provide coverage for other Peer Support Coordinators as needed.
- Ensure that safety procedures are followed.

Qualifications

- Qualifying experience and training typically includes a high school diploma or GED. The successful applicant must hold, or be able to obtain within a reasonable time frame, an Oregon Health Authority certification as a Peer Delivered Service Provider.
- Because the services provided by the position are through a peer-to-peer model, preference may be given to individuals who have previous or current involvement as a behavioral health consumer, and/or individuals

Date posted

March 21, 2019

Closing Date

Open Until Filled (1st Screening 04/04/19)

Salary Range

\$ 15.89 - \$ 19.32

Salary Note:

Starting salaries are assigned considering the applicant's qualifications and experience measured against internal factors; appointments are typically made at the beginning steps of the salary range.

Department/Program

Community Support Services – Cottage Program

Status

Part-Time (<20 Hrs/Wk), Not Benefit-Eligible

Job Location

Hood River, Oregon

Download Required Employment Application Here!

[MCCFL Employment Application](#)

who possess a “lived” experience dealing with psychiatric disabilities and/or the legal system. Such experience does not, however, in itself constitute a guarantee of employment.

- Must possess a valid Oregon or Washington Driver’s License, maintain an acceptable driving record and be insurable for client service purposes and for travel between business office for meetings and/or trainings. This position must pass all criminal history check requirements as required by ORS 181.536 to 181.537, and in accordance with OAR 407-007-0220 to 407-007-0370.

OTHER REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- **Knowledge:** Knowledge of symptoms and challenges faced by people with mental illness; knowledge of assessment and referral processes and procedures; knowledge of MCCFL-based and other community-based services; treatment and service terminology; knowledge of treatment/service planning; knowledge of medical records maintenance.
- **Skill:** Good interpersonal skills and a strong work ethic. Skill in the use of clinical software systems; skill in the use of standard office software; skill in keyboarding.
- **Ability:** Ability to advocate for the rights of consumers of mental health services is preferred. Ability to understand and effectively apply the concepts and practices of a trauma-informed philosophy in performing the work. Ability to work within strong professional ethics and rules of confidentiality to provide effective services to clients. Ability to effectively work with clients to encourage and facilitate engagement in the treatment process; ability to maintain a strong service orientation; ability to write and maintain timely and cogent notes, reports and other professional documents; ability to organize and execute work effectively under the pressure of time-sensitive deadlines; ability to work with grace and good humor under pressure and to meet multiple deadlines; ability to work cooperatively with other departments and service providers; ability to communicate effectively, both orally and in writing, and within Sanctuary Model guidelines; ability to establish and maintain harmonious work relationships with co-workers at all levels of the organization, consultants, contractors, community partners, and consumers.

Physical Demands and Work Environment

- While performing the essential duties of this job, the employee is regularly required to stand; walk; sit; talk and hear; use hands and fingers and handle or feel. The employee is occasionally required to reach with hands and arms; stoop; kneel or crouch.
- The employee may occasionally lift and/or move up to 15 pounds. Specific vision abilities required by this job include close vision, peripheral vision, distance vision and the ability to adjust focus. This position may be required to drive locally and regionally, as directed.
- This position provides services at various locations in Hood River and Wasco Counties.
- This position is required to drive for travel between offices and counties. The employee must have a valid driver’s license and be insurable for the use of agency vehicles.

Supervision Received

This position works under the supervisory leadership of the Program Supervisor. The Lead Coordinator for the program provides work direction as well as oversight for scheduling and coordination of program activities.

