

BENTON POLICE DEPARTMENT

JOB DESCRIPTION

JOB TITLE: OVERDOSE RESPONSE TEAM-ADVANCED PEER RECOVERY SPECIALIST

JOB SUMMARY:

The Advanced Peer Recovery Specialist's (APRS) role is to support others in recovery from a substance use disorder. The Peer Recovery Specialist will serve as a role model, mentor, advocate, and motivator to recovering individuals in order to help prevent re-occurrence and promote long-term recovery. The Peer Recovery Specialist must demonstrate and have the ability to share personal recovery experiences and to develop authentic peer-to-peer relationships. Peer Recovery Specialist will assist with program curriculum development and changes as new information is acquired.

EXAMPLES OF WORK:

1. Maintain project logs, reports and records in appropriate files and database (s).
2. Provide recovery education to service recipients for every phase of the recovery journey from pre-recovery engagement, recovery initiation, recovery stabilization, and sustained recovery maintenance.
3. Provide a model for both people in recovery and staff by demonstrating that recovery is possible.
4. Assist recovering persons to identify their personal interests, goals, strengths and weaknesses regarding recovery.
5. Assist recovering persons to develop their own plan for advancing their recovery; for "getting the life they want."
6. Recovery Planning - facilitate (via personal coaching)) the transition from a professionally directed service plan to a self-directed Recovery Plan. The goal should be to transition from professionally assisted recovery initiation to personally directed, community supported recovery maintenance.
7. Promote self-advocacy by assisting recovering persons to have their voices fully heard; their needs, goals and objectives established as the focal point of rehabilitation and clinical services.

8. Actively identify and support linkages to community resources (communities of recovery, educational, vocational, social, cultural, spiritual resources, mutual self-help groups, professional services, etc.) that support the recovering person's goals and interests. This will involve a collaborative effort including the recovering person, agency staff and other relevant stakeholders.
9. Support connections to community base, mutual self-help groups. Link individuals to appropriate professional resources when needed. Provide vision-driven hope and encouragement for opportunities at varying levels of involvement in community-based activities (e.g., work, school, relationships, physical activity, self-directed hobbies, etc.).
10. Develop relationships with community groups/agencies in partnership with others in the agency.
11. As recovery specialist position evolves and knowledge increases, visit community resources with recovering persons to assist them in becoming familiar with potential opportunities.
12. Identify barriers (internal and external) to full participation in community resources and developing strategies to overcome those barriers.
13. Maintain contact by phone and/or e-mail with recovering person after they leave the program to ensure their ongoing success and to provide re-engagement, support, and encouragement.
14. Other duties as directed by Management Staff.
15. Work with staff and other community professionals to implement and promote recovery-oriented training programs and opportunities.
16. Perform any other related duties as required or assigned.
17. Maintain continuing education. Attend trainings and conferences when able.
18. Develop Power Point presentations and give presentations in multiple settings.
19. Plan and coordinate community recovery events and anti-stigma events.
20. Assist in training of Core Peer Recovery Specialists. Be a role model for other recovery professionals.

ADVANCED PEER RECOVERY SPECIALIST (CONT.)

WORK RELATIONSHIPS:

The APRS has frequent contact with department personnel and the general public. They will also have extensive contacts with various diversified sectors of the public environment; wherein, the contacts are of major importance and failure to exercise proper judgment can lead to substantial losses to the organization.

KNOWLEDGES, SKILLS AND ABILITIES:

- Knowledge of general office practices.
- Knowledge of grammar, spelling, and punctuation.
- Knowledge of record keeping systems.
- Knowledge of basic arithmetic.
- Knowledge of computers and computer programs.
- Ability to communicate effectively orally and in writing.
- Ability to operate standard office equipment.
- High order of analytical, interpretative, and constructive thinking in varied situations covering multiple areas of the organization.
- Certified Peer Recovery Specialist, PRS. Advanced Peer Recovery Specialist, APR.

MINIMUM QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty mentioned satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION AND EXPERIENCE

High school or GED. Core Peer Recovery Specialist certification. Minimum of 2 years in Recovery. Minimum of 1 year experience as a Peer Recovery Specialist. Advanced Peer Recovery Specialist certification.

COMMUNICATION SKILLS

Ability to effectively communicate information and respond to questions in person-to-person and large group situations with customers, clients, general public, and other employees of the organization.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent.

CRITICAL THINKING SKILLS

Ability to solve practical problems and deal with a variety of known variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, or diagram formats.

SUPERVISION RECEIVED

Under general direction, working from policies and general directives. Rarely refers specific cases to supervisor unless clarification or interpretation of the organization's policy is required. Receives direct and indirect supervision from a certified Peer Supervisor either from within the agency or out of agency PRPS.

PLANNING

Considerable responsibility with regard to general assignments in planning time, method, manner, and/or sequence of performance of own work, in addition, the work operations of a group of employees, all performing basically the same type of work.

DECISION MAKING

Performs work operations which permit frequent opportunity for decision-making of minor importance and also frequent opportunity for decision-making of major importance, either of which would affect the work operations of large organizational component and the organization's clientele.

MENTAL DEMAND

Very close mental demand. Operations requiring very close and continuous attention for control of operations which require a high degree of coordination or immediate response. Operations requiring intermittent direct thinking to determine or select the most applicable way of handling situations regarding the organization's administration and operations; also to determine or select material and equipment where highly variable sequences are involved.

ANALYTICAL ABILITY / PROBLEM SOLVING

High order of analytical, interpretative, and constructive thinking in varied situations covering multiple areas of the organization.

Other job related education and/or experience may be substituted for all or part of these basic requirements upon approval of the Chief of Police.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

This job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.