



Job Announcement

SUBSTANCE USE DISORDER CERTIFIED PEER COUNSELOR

Want to join an innovative community-based organization? If you value social justice, are committed to providing quality services, and are not afraid of challenges, we want to talk with you. Center for Human Services (CHS) is currently seeking the right counselor to join our team. We offer our staff an EXCELLENT benefit package which includes fully paid (prorated if part-time) health, vision, dental, life, long-term disability insurance, and 403b with match, as well as generous leave package.

The Substance Use Disorder Certified Peer Counselor (CPC) is responsible for providing peer support, advocacy, and linkage services to individuals with substance use disorders, with emphasis on clients who are at risk of opioid overdose/poisoning, those who are homeless, and those involved in Therapeutic Courts. The Substance Use Disorder Certified Peer Counselor reports to the appropriate Therapeutic Court Program Manager. This is a part-time, non-exempt position with a salary range of \$27.78 - \$29.77 an hour.

Job Requirements:

- Washington State Peer Counselor Certification
- Valid Washington State Drivers License
- Extensive knowledge of community area resources and how to access those resources
- Available to work some evening hours on a regular schedule
- No misuse of alcohol or other drugs within the previous 2 years
- Experience working with an electronic medical record
- Ability to work cooperatively as part of a team
- Ability to adapt to change
- Sense of humor

CHS is a great work environment with staff who are passionate about and dedicated to the clients of our community. If you want to join an established organization at a time of growth and transformation, this is the place.

To apply, please send a cover letter and your resume to jobopportunities@chs-nw.org. To view full job description, please see below.

Job Description

SUBSTANCE USE DISORDER CERTIFIED PEER COUNSELOR

GENERAL DESCRIPTION

The Substance Use Disorder Certified Peer Counselor (CPC) is responsible for providing peer support, advocacy, and linkage services to individuals with substance use disorders, with emphasis on clients who are at risk of opioid overdose/poisoning, those who are homeless, and those involved in Therapeutic Courts. The Substance Use Disorder Certified Peer Counselor reports to the appropriate Therapeutic Court Program Manager. This is a part-time, non-exempt position.

MAJOR RESPONSIBILITIES – Specific to this position

- Provide outreach and engagement services to individuals in need of support and use a warm handoff approach to connect to appropriate care



- Provide peer-to-peer support services including but not limited to, support, encouragement, guidance, and advocacy for clients and their families
- Utilize their lived experience to build rapport and trust while helping individuals fully engage in services and assist them in addressing and overcoming barriers to treatment
- Participate as a member of a multidisciplinary team, addressing concerns, barriers, progress, and other relevant information to enhance treatment services; assisting and supporting clients in maintaining cooperative and effective relationships with these teams
- Actively promote and facilitate connection with other CHS programs for families and individuals such as childcare, parenting classes, play & learn groups, Promoting First Relationships program, Infant and Early Childhood Mental Health, etc.
- Assist with the orientation process for new Adult Recovery Court participants
- Facilitate Peer Recovery Groups as assigned
- Advocate for clients while supporting compliance
- Link clients to resources, services, and supports. Addressing barriers to treatment such as housing, employment, education, medical or mental health needs
- Provide individualized guidance and support to address the stigma, discrimination, and exploitation that individuals face as a result of their substance use disorder and possible related behaviors when in early recovery
- Provide training and consultation to probation officers, community groups, healthcare providers, and others, regarding issues facing clients
- Maintain accurate and thorough clinical records as per agency, county, and state requirements
- Provide input and report to the Therapeutic Court Manager, Associate Director, and Director regarding the clinical needs of clients, and improved ways of offering prevention, outreach, treatment services, and supervision.
- Attend group and individual sessions as requested and maintain supportive interaction with clients, clinicians, and other social supports
- Commit to required trainings, including audio and video recordings required for evidence-based practices if required
- Conduct collaboration documentation with clients during peer-to-peer sessions
- Complete Credible notes for billing immediately following services
- Participate in individual supervision, staff meeting, Case Consultations, and all-staff meetings as scheduled
- Maintain a professional, courteous, and respectful attitude to all clients, partners and community members
- Maintain status as a qualified Certified Peer Counselor

MAJOR RESPONSIBILITIES – Agency in general Provide all services utilizing a strengths-based, family-focused, client-centered, trauma-informed, culturally humble approach that is integrated with other services

- Participate in creating and maintaining a safe workplace that values diversity and treats everyone with dignity and respect without regard to race, color, age, religion, creed, gender, gender identity, gender expression, sexual orientation, national origin, marital status, the presence of any sensory, mental, or physical disability
- Utilize teamwork and open communication
- Provide services in a manner that expedites the meeting of contract requirements and program outcomes
- Maintain documentation in a timely, thorough, and accurate manner
- Follow agency policies and procedures, RCWs, WACs, CARF standards, and other external regulations
- Follow CHS's Code of Ethics
- Perform all other tasks as assigned by the supervisor, managers, or directors that further the success of programs and/or the agency

MINIMUM REQUIREMENTS

- Washington State Peer Counselor Certification
- Valid Washington State Drivers License
- Articulate with the ability to represent the agency in a professional manner
- Direct lived experience as someone with a substance use disorder in recovery, with additional preference to those with previous experience navigating systems such as Therapeutic/Recovery/Drug Courts, behavioral health services, the incarceration system, state-level departments such as DSHS, and/or other systems related to accessing services.
- Extensive knowledge of community area resources and how to access those resources
- Available to work some evening hours on a regular schedule
- No misuse of alcohol or other drugs within the previous 2 years
- Commitment to practicing cultural humility, self-reflection, and continued education on Diversity, Equity, Inclusion, and



Belonging topics

- Demonstrated ability to successfully work within a diverse cultural setting and provide services through the perspective of cultural humility
- Ability to work cooperatively as part of a team
- Ability to work in an unstructured and unpredictable setting; ability to adapt to change
- Ability to bring a spirit of camaraderie to your professional work and relationships
- General computer skills in Outlook Email, Excel, Word
- Experience working with an electronic medical record
- Prompt and consistent attendance during scheduled working hours
- Able to work independently
- Sense of humor

CHS is an Equal Opportunity Employer

The mission of the Center for Human Services is to strengthen the community through counseling, education, and support to children, youth, adults, and families.

Our Values: Model diversity, equity, inclusion & belonging; provide accessibility; champion collaboration; demand accountability; personify integrity; and have fun.



Behavioral Health & Family Support
www.chs-nw.org
Serving the community since 1970