

## **Residential Peer Support Specialist**

### **Job Description**

Peer Recovery Support Specialists are the first line of contact for our clients. This is the perhaps the most important role within the organization. If you are interested in making a positive impact on the lives of people in early recovery as well as the community, this is the job for you!

Ridge House is currently accepting applications for a female live-in Peer Support Specialist. This position includes:

- base pay, plus room and board,
- cell phone reimbursement,
- full insurance benefit package after 60 days,
- vacation and sick time accrual,
- retirement savings plan,
- pre-tax benefit options; and a
- \$500 sign on bonus.

Ridge House is also hiring relief / on call positions. Relief positions may consist of 24 hour or 8 hours shifts as needed.

### **Qualifications:**

- A minimum of 1 year of sobriety (if in recovery): or a working knowledge of the recovery process.
- Demonstrate efficient communication skills and the ability to work as a team member
- Must be self-motivated and able to set goals for him/herself
- Demonstrate maturity of judgment, responsibility, attitude and life skills. Be able to set an example for clients in residence and hold them accountable to a standard of integrity
- Must demonstrate an ability to adapt to change and remain flexible
- Be able to manage attitudes and behaviors of residents
- Demonstrate awareness of domestic needs in the house, and have the ability to plan and organize to meet those needs
- Will participate in 2 SAPTA approved continuing education classes specific to Ethics and Confidentiality within 6 months of hire (paid by employer)
- Must have high school diploma/GED
- Must have valid driver's license and be insurable

**Responsibilities:**

- Provide coverage of the facility and residents: Shifts Vary
- Confer with residents regarding their needs, adjustment to society and any problems which may arise within the house
- Coordinate household duties, including cooking, cleaning, yard work and general maintenance
- Assist residents in filling out applications, registrations, and working with respective agencies
- Knowledge of criminal justice system as it applies to residents on parole/probation, regulate clients, cooperate with government representatives
- Be an advocate for residents
- Orient new residents to facility
- Transport residents as necessary, utilize agency vehicle for The Ridge House, Inc. business only
- Comply with drug and alcohol-free workplace

**Education:**

- High school or equivalent (Required)

**Email resumé to: [jchapman@ridgehouse.org](mailto:jchapman@ridgehouse.org)**