



Job Description

Position Title:	<u>Peer Advocate</u>	FLSA:	<u>Non-Exempt</u>
Position Reports To:	<u>Program Coordinator</u>	Salary Range:	<u>\$15.00 to \$18.00 Hourly</u>

Summary of Duties:

The Peer Advocate is an essential component of the service delivery team within the DMH recovery-based model. This Peer Advocate position increases the hope of recovery for individuals and their family. It shows that individuals in treatment can regain control over their lives and their recovery process. To the service delivery team, the Peer Advocate's role enhances the empathy of all staff and helps decrease the stigma that may exist in the system by promoting the harmony between service delivery staff and individuals. Responsibilities include support to the individual through the service and recovery process; bridge and link individuals to community resources; advocacy to improve the mental health system and services for the individual; and lead and facilitate self-help individually and in groups.

Essential Duties and Responsibilities:

1. Utilization of personal and professional life experience to provide peer support to individual, parents and caregivers served by program as appropriate.
2. Provides individuals, parents, caregivers with information about the agency and the treatment service process, including an explanation of the role of the Peer Advocate.
3. Assist family with developing a needs/strength assessment, comprehensive Plan of Care
4. Coaches individuals and families to make decisions and develop plans based on their needs and use their voice to direct treatment.
5. Models and coaches effective coping skills, techniques for parents and caregivers.
6. Provide support and advocacy which are family-centered, community and strength based.
7. Assist clients and family access community resources and supports; actively engage with clients to ensure that their needs and concerns are heard by the service providers and program collaborative.
8. Assist client with
 - Establishment of benefits
 - Life skills training
 - Employment and education
 - Transportation
 - Housing, child care, legal services
 - Self-help and advocacy
9. Conducts visits to homes or other service providers in order to help client achieve their service plan goals.
10. Holds staff accountable to service delivery principles related to the family voice, choice, access, pace and process, through sharing personal experience, engaging in team meetings and consultations with staff.
11. Interface with DMH, DCFS, court systems, schools, health care providers and other community liaisons.
12. Attend regularly scheduled staff meetings, inter-agency meetings and in-service trainings.
13. Produces and maintains accurate and timely documentation within agency standards.
14. to be involved in Outreach, Engagement and Enrollment of client for services
15. Any other tasks as required by the program and instructions of supervisor/manager.

Qualifications and Experience:

1. Completion of Peer Advocate Training program.
2. Ability to read and write English; have the ability to produce clear, accurate, timely documentation of services provided.
3. Personal experience as a consumer or family member of a mental health service.



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4. Have the willingness to learn and use techniques involving therapeutic self disclosure in order to connect with and build trust with individuals.
5. Able to work independently, within a team environment and lead collaborative efforts to accomplish goals and objectives.
6. Have interpersonal and therapeutic skills that allow them to assist others in recovery.
7. Ability to engage and communicate on diverse levels business and personal.
8. Possess basic Microsoft Office skills.
9. Bi-lingual fluency in English and API Language or Spanish
10. Must have reliable means of transportation to provide field work and attend community meetings and activities.

Above duties and qualifications may be updated without notice due to programs and services requirements.