



BRIDGING ACCESS to CARE
Inc.

JOB DESCRIPTION

TITLE OF POSITION: Certified Peer	PROGRAM: Assertive Community Treatment Grant	JOB STD HRS: 35week
REPORTS TO (Supervisory Relationship): Program Supervisor	DEPARTMENT: Behavioral Health	Salary Range: 30,000-35,000

JOB SUMMARY: Peer Support uses trauma-informed, non-clinical assistance to program participants sharing lived experience to assist in achieving long term recovery from mental illness.

DESCRIPTION OF DUTIES AND RESPONSIBILITIES:

- Assist the staff in outreach and engagement, coordinating the supportive services of the clients participating in this program.
- Assist with GPRA data collection.
- Responsible for providing person centered planning and service delivery to individuals in the program based on their life experiences
- Case conferencing with mental health/Substance Use providers to determine goals/objectives

QUALITY IMPROVEMENT RESPONSIBILITIES

- Use individual patient data to inform clinical decision-making and identify areas for improvement; use data to track patient progress over time.
- Work with entire Bridging Access to Care team to apply a continuous quality improvement approach (i.e. the Plan-Do-Study-Act cycle), to address systemic, organization-wide challenges.
- Complete QI training during onboarding process and participate in QI refresher training as needed.

SKILLS, KNOWLEDGE, and ABILITIES REQUIRED:

Computer proficiency in Microsoft Word, Ability to work under stress; Ability to think clearly and handle crises; Ability to meet deadlines; Ability to prioritize, think logically and follow procedures and instructions; Demonstrates knowledge of, and supports, clinic mission, vision and value statements, standards and the code of ethical behavior.

QUALIFICATIONS FOR POSITION : Education: High School WORK EXPERIENCES: One year experience preferred

LICENSURE: N/A

CERTIFICATION: OMH Peer Certification

Amount of Travel/Special Conditions/Requirements: Must have driver license