



BLACKFEET TRIBAL HEALTH SYSTEM
SUKAPI LODGE
Blackfeet Tribe
PO Box 866 – 640 All Chief's Rd
Browning, MT 59417

Program: Sukapi Lodge

Title of Position: Peer Support Specialist

Description of duties: The Peer Wellness coach provides non-clinical services intended to aid individuals in establishing and maintaining recovery from addiction and/or mental illness. The wellness coach helps clients in recovery improve their quality of life by connecting them to social, spiritual, and other additional resources.

A Peer Wellness Coach provides peer support services, provides information, education, and support for clients, and promotes wellness, recovery, and skill building to sustain better mental health. Provides prevention training for managing stress and problems, making healthy lifestyle choices, recognizing and responding to relapse, managing crises, and achieving and sustaining recovery. Assists clients with personal recovery goals, helps clients develop natural support systems, and coaches clients to advocate for themselves within their healthcare systems. Implements evidence-informed wellness interventions. A Peer Wellness Coach works both autonomously and under the direction of assigned supervisory staff when performing job tasks/providing services.

*** These services will also be performed over social media, via internet, in person or in an office type setting.**

Examples of Duties

- Assists clients in developing an Individual Recovery Action Plan.
- Helps clients navigate recovery support systems and access resources including health and wellness,
 - housing, employment, and other professional and non-professional services.
- Facilitates peer support group
- Collects client data and conduct follow up surveys to ensure long-term client engagement
- Assists clients with applying for health insurance.
- Provides transportation assistance to and from aftercare treatment and support services.
- Assists clients in feeling connected to a Community of Recovery through pro-social, recreational and cultural activities in a sober environment.
- Ability to share personal recovery experiences and stories and models effective coping techniques and self-help strategies
- Helps clients to modify attitudes and patterns of behavior by increasing understanding of self, personal problems and the client's part in creating them.

- Provides clients with ongoing education regarding substance abuse, mental health, nutrition, exercise and other wellness information. Educates and Supports clients in implementing a range of relapse prevention and harm-reduction strategies.
- Works closely with the multidisciplinary team to ensure client needs are met
- Provides interpretation for clients, as needed
- Actively participates in weekly team-building meetings with Program Manager
- Serves as a liaison between administration, staff, clients, and volunteers
- Other duties as assigned

Skills and Knowledge required

Familiarity with Blackfeet traditions, culture, and community. Knowledge of the principles and practices of public health and public health promotion activities, particularly as applicable to members of the Blackfeet Nation. Ability to handle confidential information Ability to organize activities in order to complete tasks in accordance with priorities, address multiple demands, or meet deadlines. Skill in the operation/ use of routine office equipment and software. Ability to establish and maintain effective working relationships with varied and culturally diverse people.

- Knowledge of Blackfeet Traditions, culture and community
- Ability to handle confidential information
- Knowledge of community/ recovery resources
- Strong verbal and written communication skills in English
- Ability to work both as a team member and independently
- Strong Interpersonal Skills
- Crisis management skills

Minimum education/ Requirements

Requires a high school diploma as well as experience participating in their own personal recovery process in order to care for self. Must have the ability to share their recovery journey. College education is preferred but **not required** in the context of psychology, social work, or other related field. Experience providing mental health and/or substance use disorder services preferred. Ability and willingness to obtain the peer support certification training and become licensed within the State of Montana, within a specific time frame. Position requires experience working with the public or a demonstrated interest to work with different population. Work with target populations, human service work, crisis intervention work preferred. Requires utilizing electronic health records and/or other automated/electronic documentation systems and to have computer and keyboarding experience and skills or the ability to develop such skills within required timeframes in order to meet the level of proficiency set by the agency. Must be at least 21 years of age. Must possess/ maintain a valid driver's license and safe driving record. Must pass the following: oral board, reference checks, background checks, driving check through DMV, and fingerprint checks through CBI/FBOI.

- Ability and willingness to obtain peer support certification/ licensing
- Ability to work with technology/ social media/ and other internet outlets
- Minimum of 1 year demonstrated personal recovery experience
- Experience in providing mental health/ or substance abuse disorder services

- Desire to work with diverse populations
- Ability to utilize electronic documentation systems

Reviewed with supervisor: _____ Date: _____

Evaluation under this position description due:

90-day probationary review _____ Annual review _____

Employee signature: _____ Date: _____

Supervisor signature: _____ Date: _____