

Employment Announcement Peer Support Specialist

JOB SUMMARY:

The Peer Support Specialist functions as a nonclinical, peer-based position that engages, educates and supports individuals to make life changes necessary to recover from disabling mental illnesses, substance use disorders, and homelessness. The Peer Support Specialist will work collaboratively with the TaskForce Fore Ending Homelessness to provide outreach and engagement to persons experiencing homelessness at various community sites, including the streets, homeless encampments, and other places not meant for human habitation, in order to assess, assist and engage in case management services. The Peer Support Specialist, in collaboration with the Outreach Case Manager, helps each client work towards their individualized case plan. The Peer Support Specialist encourages clients to follow up on all case plan activities that the client collaboratively developed with the Outreach Case Manager in order to ensure that clients successfully transition from homelessness to self-sufficiency. The Peer Support Specialist must demonstrate good judgment, the ability to work independently, the ability to solve problems and to work effectively as a team member.

ESSENTIAL DUTIES AND PRIMARY RESPONSIBILITIES:

1. Works collaboratively with the Outreach Case Manager and TaskForce Fore Ending Homelessness outreach teams to engage persons experiencing homelessness and assess their immediate needs. Travels to various locations throughout Broward County where persons experiencing homelessness reside, including the streets, homeless encampments, and other places not meant for human habitation.
2. Provides direct and indirect supportive services to persons experiencing homelessness in the community in an effort to minimize risk and decrease the likelihood of an escalating crisis. Works with adult clients experiencing a behavioral health crisis to provide support and encouragement during clients' difficult moments.
3. Offers support to clients to foster their learning and practicing new skills, building natural supports and resources in the community, engaging and teaching self-directed recovery, modeling/teaching resiliency skills. Supports clients through advocacy across environments.
4. Meets with the client at minimum once a week to discuss client progress. Provides individualized assistance and education in obtaining community services, maintaining life supports such as housing or income, carrying out the tasks of daily living, and participating in support groups or other community networks.



5. Educates the client on available community resources to promote self-sufficiency and encourages clients to engage in service referrals provided by the Outreach Case Manager.
6. Promotes Broward Partnership's philosophy within the community.
7. Participates in multidisciplinary or other team meetings, in-service trainings, and other required meetings.
8. Complies with documentation timeline and maintains timely and accurate documentation entries in required data systems to reflect professional activity. Maintains and updates all required documentation in accordance with funder regulations.
9. Complies with HIPAA Privacy Rules and communicates pertinent clinical information, with necessary client consents.
10. Generates specific activity reports in a timely manner and participates in the collection of clinical outcome data as directed by supervisory staff.
11. Maintains assigned client records as required by program policies and procedures.
12. Facilitates community resource availability based on client needs (birth certificates, identification, social security, legal and probation issues) to ensure maximum social integration.
13. All job requirements listed indicate the minimum level of knowledge, skill, and or ability deemed necessary to perform the job proficiently. This job description is not to be construed as an exhaustive statement of duties, responsibilities, or requirements. Employees will be responsible to perform any other job-related instructions/tasks given by their supervisor, subject to reasonable accommodations.

MINIMUM QUALIFICATIONS:

Education/Experience: A High School Diploma or GED with at least two years of related experience working in the area of homeless outreach. Associates or Bachelor's degree preferred. Proficient in Microsoft Office with excellent oral, written, and interpersonal communication skills and knowledge of community resources preferred. Must possess a valid Florida Driver's License.

WORK ENVIRONMENT:

Work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable



accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Peer Support Specialist works primarily where people experiencing homelessness reside, including the streets, homeless encampments, and other places not meant for human habitation, as well as settings of Broward Partnership, including offices, classrooms as well as being involved in other areas of Broward Partnership programs both on and off campus. In addition, the position is active in the community and will as situations warrant, represent Broward Partnership.

Please e-mail cover letter and resume to: careers@bphi.org and include the job title of “ Peer Support Specialist” in the subject line.

Broward Partnership is an EEO/Affirmative Action Employer and complies with all federal and state laws, and regulations. Our policy is not to discriminate against any applicant or employee based on race, color, sex, sexual orientation, gender identity, genetic information, religion, national origin, age, disability, veteran status, or any other basis protected by applicable federal, state, or local laws. We participate in E-verify.