Mental Health & Addiction Association of Oregon (MHAAO)  
Multnomah County Behavioral Resource Center (BHRC)  
Outreach/Day Center Peer PSS/CRM Job Description

Pay Scale: $19.00 - $24.00 per hour DOE  
PTE: Part-Time Employment (20-25 hours per week)  
Benefits: This is not a benefited position.  
TITLE: PEER SUPPORT SPECIALIST/CERTIFIED RECOVERY MENTOR  
REPORTS TO: MHAAO BHRC Peer Program Manager  
DEPARTMENT: MHAAO BHRC Peer Program

TO APPLY: Please submit a resume and cover letter to careers@mhaoforegon.org. Persons of color, LGBTQIA+ and members of all other underrepresented groups are strongly encouraged to apply.

JOB SUMMARY: The Multnomah County Behavioral Health Resource Center (BHRC) is an innovative model that has been led by peers and centers its values in being trauma informed and equity based. The BHRC is a project of Multnomah County in collaboration with many community partners. The BHRC includes a Peer Run Day Center, 33 bed shelter with stays up to 30 days and a 19 bed bridge to housing program with stays up to 90 days for people experiencing houselessness and behavioral health challenges. The Day Center, scheduled to open in late fall 2022, is run by Mental Health and Addiction Association of Oregon and is staffed entirely by peers from 7 a.m. to 10 p.m. daily.

The PSS/CRMs will provide support as a peer who has similar life experiences and acts as a positive role model of living in recovery. The PSS/CRM provides outreach and community based services that will be centered on the core values of peer support, are holistic, person-centered, trauma-informed and strength-based. Support will be offered and provided to individuals with addiction and/or co-occurring mental health challenges who may also be living outdoors and who are participants of the Day Center. The PSS/CRM will be able to collaborate and work in tandem with a wide variety of community partners. The PSS/CRM will support people in getting connected to community-based resources and building natural supports of their choosing and address social determinants of health.

Requirements: As a Peer-Delivered Services organization, MHAAO has implemented a mandatory vaccination policy that requires all employees, interns, and volunteers to
be fully vaccinated for COVID-19 as a condition of employment in accordance with current Oregon and Washington State laws. All new hires must show vaccine proof at time of onboarding. Accommodations for those with religious and/or medical exemptions will be reviewed.

**QUALIFICATIONS:**

**Expectations:** MHAAO strives to honor cultural and spiritual diversity in the communities we serve as well as honoring Voice and Choice through trauma-informed practices. Being committed to Social Justice means being committed to constantly assessing our organizational values and the extent to which we are modeling or falling short of them. It also means listening to feedback from our stakeholders and others who have interacted with our organization and taking the time to understand and reflect on those interactions. This commitment is extended from the organization, as well as each employee of MHAAO.

**Education:** High school diploma or equivalent required.

**Background Check:** A criminal background check will be conducted by MHAAO in accordance with the MHAAO background check policy. A criminal record does not necessarily exclude an individual from employment with MHAAO.

**Experience:** It is an essential function of the position to identify as having lived experience of addiction and/or co-occurring mental health challenges and navigating a life of recovery. It is also vital to understand the effect of trauma on health, coping, and other aspects of individual needs as well as the principles of recovery, self-direction, and trauma-informed care.

**Qualities:**
- Possess an absolute belief in every persons’ ability to learn, grow and recover
- Value a person’s right to make their own decisions
- Value people as the “experts” in their own lives
- Possess insight pertaining to personal biases and worldview and how they may interfere with effectively working with individuals representing a variety of cultural, ethnic, language and life experiences.
- Important to have working knowledge of Multnomah County resources.

**Licensure/Certification:** Oregon Health Authority (OHA) Peer Support Specialist (PSS) certification and MHACBO Certified Recovery Mentor (CRM) certification is required but may be applied for within 1 month of hire. This position requires at least 2 years of addiction recovery.

**Skills:**
Strong written and verbal communication skills.
Ability to work independently as well as collaboratively within a team.
Ability to work with people from diverse backgrounds and cultures.
Keyboard skills and ability to navigate electronic systems applicable to job functions.

GENERAL ACCOUNTABILITIES AND ESSENTIAL FUNCTIONS

- Meets with community members living outside in the downtown Portland area and in the BHRC Day Center (once opened) to inform and build interest in the BHRC while working to build positive and trusting relationships.
- Participate in BHRC Day Center opening and/or closing procedures and protocol.
- Provides 1:1 peer support to individuals being served in accordance with the performance expectations of the MHAAO Employee Handbook.
- Collaborates with individuals to create Person Directed Plans.
- Participates in regular peer support supervision sessions.
- Attend staff meetings as applicable to gain knowledge and communicate program goals and the needs of the individuals being served.
- Implements the regulations, policies, and procedures which pertain to peer-delivered service.
- Following the direction of the individuals served, assists BHRC participants in exploring strategies that increase satisfaction with the eight dimensions of wellness.
- Assists BHRC participants with identifying and engaging various community resources and supports.
- Offers BHRC participants educational opportunities to explore new resources, information and alternatives to utilizing the emergency department for non-emergent needs.
- Administers outcome measurement tools with individuals being served and participates in data collection.
- Displays a solid understanding of the core values and principles of peer support.
- Documents supports services in a program database in a manner that assures compliance with policies, program procedures and local, state, and federal regulations. Maintains accurate and up-to-date documentation as required by program deliverables.
- Openly identifies as a person who has lived the experience of addiction and/or co-occurring mental health challenges and is able to appropriately share own recovery story with individuals being served.
- Acts as a positive role model for individuals being served and exploring their own path to wellness and recovery.
- Acts as an advocate for individuals being served when appropriate, both within the organization and also with other entities.
- Respects and honors a person’s rights and responsibilities and demonstrates professional boundaries and ethics. Adheres to mandatory abuse reporting laws and HIPAA requirements.
The above accountabilities represent work performed by this position and are not all-inclusive. The omission of a specific accountability will not preclude it from the position if the work is similar, related, or a logical extension of the position.

Employment with Mental Health & Addiction Association of Oregon is "at-will." This means employees are free to resign at any time, with or without cause, and Mental Health & Addiction Association of Oregon may terminate the employment relationship at any time, with or without cause or advance notice. As an at-will employee, it is not guaranteed, in any manner, that you will be employed with Mental Health & Addiction Association of Oregon for any set period of time.

Mental Health & Addiction Association of Oregon is an Equal Opportunity Employer. Employment opportunities at Mental Health & Addiction Association of Oregon are based upon one’s qualifications and capabilities to perform the essential functions of a particular job. All employment opportunities are provided without regard to race, religion, sex, gender identity, pregnancy, childbirth or related medical conditions, national origin, age, Veteran status, disability, genetic information, or any other characteristic protected by law.

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Signature                      Date

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Supervisor Signature          Date