



**Youth Recovery Coach Coordinator - Hancock and Washington Counties
Maine Alliance for Recovery Coaching (Maine-ARC)
Job Posting**

Healthy Acadia's Maine Alliance for Recovery Coaching, serving Maine's Hancock and Washington counties, seeks to hire an experienced community professional to join a dynamic team passionate about making it easier for all people to lead healthier lives. Reporting to and working with the Co-Directors of Maine-ARC, the Youth Recovery Coach Coordinator (YRCC), will foster collaborative community partnerships to build, support, and launch a pilot youth recovery coach program in various settings in Washington and Hancock counties.

In addition, the YRCC will be an integral part of the Maine-ARC coordination team, working with other regional recovery coach coordinators (RCCs) to recruit, train, and support paid and volunteer youth recovery coaches. The right individual must be highly motivated, be a facilitative leader, and have excellent communication, mobilization, social media, and community relations skills. The YRCC must have an appreciation and affinity for youth and the organizations that serve them. The YRCC should have a strong understanding of persons and families in addiction recovery and an understanding of the recovery community.

Due to the nature of this position, it is highly recommended that the YRCC has experience in personal addiction recovery or a strong demonstrated personal experience with the recovery process. It is also highly recommended that the youth coordinator be a member of, or deeply familiar with the communities of Hancock and Washington counties.

Job Summary: The Youth Recovery Coach Coordinator (YRCC) will recruit, screen, train, coordinate, and provide support for paid and volunteer recovery coaches in a variety of settings.

The YRCC will be part of a regional coordination team that will support the facilitation of monthly CoacherVision (supervision) and Maine-ARC system training meetings for youth recovery coaches. The coordinator will support youth recovery coaches in scheduling and managing coaching sessions and will work to expand engagement in various systems, such as schools, workforce, healthcare, community, and other systems of care. The YRCC will maintain communication with MRC program staff to provide coordinated support of interns and data sharing for reporting requirements. The YRCC will assist youth recovery coaches in capturing accurate data and will facilitate all required paperwork, evaluation, and reporting forms for the youth recovery coach system and funding sources. The YRCC will work closely with the Maine-ARC Co-Directors, Coordinators, and MRC program staff to ensure all youth program deliverables and reporting are met or exceeded.

Requirements for the selected candidate:

- Must pass a criminal history and sex offender background check.
- Must have a valid driver's license and a reliable vehicle for regular travel throughout their service area.

Qualifications and Experience Sought:

- Familiarity with substance use disorder and recovery; support for all pathways to recovery.
- Due to the nature of this position, it is highly recommended that the YRCC has experience in personal addiction recovery, or a strong demonstrated personal experience with the recovery process.
- Team player, able to work and communicate well with others.
- Ability to attend and complete the 5-day CCAR Recovery Coach Academy for Young People and Ethical Considerations for Recovery Coaches, and other training as required.
- Ability to become or currently are a Maine registered or certified Recovery Coach, meeting the requirements of the Maine Recovery Coach Certification Board (MRCCB).
- Ability and motivation to advance their professional development.
- Highly-motivated, facilitative leader with experience in community mobilization and development of community relations.
- Strong computer literacy required, MAC systems are a plus. Knowledge of email, excel, google drive and social media.
- Personal characteristics of professionalism with a sincere desire to work with youth that are seeking recovery or are affected by someone else's substance use.
- Comfortable with public speaking and able to manage and present information effectively to a wide variety of audiences.
- Highly organized and independent, with the ability to multitask.
- Ability to exercise good judgment and communication in the face of competing priorities, agendas, and partner sensitivities.
- Patient, personable and approachable. Strong management and relationship skills will be essential for this position.
- Able to maintain strong working relationships with both internal and external partners.
- Able to develop and follow a prioritized plan of work, set and keep deadlines and work on multiple projects concurrently.
- Ability to exercise good judgment and be responsive to time-sensitive organizational priorities and competing demands.
- Strong communication skills with the ability to listen well, and write and speak effectively.

This is a full-time 40-hour/week position with strong benefits and opportunity for growth. Salary range \$19-\$21/hr. The position is funded from June 2024 through May 2025, with the strong likelihood of continuing in the long term. Valid driver's license, reliable vehicle & regular travel within the service region are required; some statewide travel and occasional weekend and/or evening meetings are expected. Nothing in this job summary restricts management's right to assign or reassign duties and responsibilities to this job at any time.

To apply: Email in a single attached document a cover letter, resume, and contact information for three professional references to: jobs@healthyacadia.org. Application process will remain open until a suitable candidate is found.

Healthy Acadia provides equal employment opportunities to all individuals regardless of race, color, creed, religion, gender, age, sexual orientation, national origin, disability, veteran status, or any other characteristic protected by state, federal, or local law. Healthy Acadia takes affirmative action to ensure that applicants and employees are treated fairly during the application process and post-hiring employment without regard to these characteristics. Discrimination of any type is not tolerated. Healthy Acadia is committed to creating a diverse work environment and is proud to be an equal-opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.