



Job Title: Certified Peer Recovery Supervisor

Direct Supervisor: Program Director

Compensation: \$20 - \$25 per hour.

Close Date: Ongoing Recruitment

Hours Per Week: 6 – 10 hours

Funding Dependent: This position is funded by a three-year SAMHSA grant. RICARES is an at will employer, the funding contract is not to be interpreted as a contractual agreement.

Overview:

RICARES mission is to create a socially just community for all Rhode Islanders impacted by substance use disorder. We promote this mission through programs that leverage recovery and build community to inspire civic engagement. These efforts include recovery housing certification, education & research, and advocacy and community.

The Certified Peer Recovery Supervisor, is responsible for advancing our mission and through the delivery of programs, services, and events related to RICARES' community peer programming recovery program. RICARES believes that peer services are a tool to create systemic advocacy. The peer program is nestled within advocacy and community. The CPRS reports to the Program Director, then the Executive Director.

Our work focuses around building relationships, trust, and support in order to promote the strengths and capabilities of people in recovery. RICares is a collaborative, team-based environment.

Job Description:

The Certified Peer Recovery Supervisor (CPRS) will provide Recovery Focused Clinical Supervision (RFCS): the process through which the supervisor assures that recovery support services to persons impacted by addiction are delivered. Service delivery will meet the goals of: individuals, families, and communities and are directed toward their ultimate goals and the permanent resolution of AOD problems and the enhancement of global health and functioning.

The CPRS will be responsible for guiding Peer Recovery Specialists in working with people in recovery and building relationships with treatment centers, homeless shelters, and domestic violence agencies.

The mechanisms through which these goals are achieved include, but are not limited to: staff recruitment; orientation and training on knowledge, skills and attitudes; modeling core recovery values; case consultation fidelity monitoring; performance evaluation; liaison with community recovery support resources; and program evaluation and policy advocacy.

The CPRS is expected to represent RICares professionally in a variety of public and private settings. Our work focuses around building relationships, trust, and support in order to promote the strengths and capabilities of people in recovery. RICares is a collaborative, team-based environment.

Specific Job Duties:

Fidelity Monitoring, 10%:

- Log activities, create timely and accurate records
- Write reports using a computer and be able to meet deadlines that are set by outside stakeholders
- Keep records of complaints received and records of any findings during investigations
- Follow up on disciplinary sanctions to assure compliance with any sanction conditions
- Work effectively with RICares staff; participate in team building, staff meetings, and organizational functions
- Manage ongoing staff activities and prioritize projects while using work style strengths
- Review and promote adherence to confidentiality, HIPAA, and CFR42 PART 2 and mandated reporting
- Review and ensure PRS adhere to the CPRS Code of Ethics of the RI Certification Board
- Supervisor insures that peers are collecting the necessary data regarding service outputs and outcomes

Program Evaluation & Policy Advocacy, 10%:

- Promote opportunities to serve in advocacy, quality assurance, and system reform meetings and committees as peer recovery advocates.
- Develop relationships with relevant community groups and implement tactical elements of partnerships
- Public speaking skills and comfortable working with groups, (small and large)
- Identify and pursue opportunities for third-party trainings and liaise with organizers
- Knowledge of community groups and strong ambition to connect with groups
- Contributes to and helps implement plans to engage stakeholders and volunteers
- Understand the definition and philosophy of Recovery Oriented Systems of Care
- Model language that is person centered, and focused on the disease model of
- Supports informed consent and client choice regarding the use of behavioral health medications. Assists peer staff in maintaining neutrality regarding prescribed behavioral health medications and the importance of operating within scope of practice
- Addresses discrimination, stigma, and shame experienced by vulnerable populations, creating and promoting a culture of safety within the agency and peer delivered services environment.
- Has the capacity to use data to advocate for peer services within the organization and the greater behavioral health system
- Uses data collection to inform the agency regarding appropriate peer caseloads, cultural disparities, and necessary and required staff trainings

Peer Support Supervision, 80%:

- Utilize a strengths-based approach with staff that reports to the Supervisor
- CPRS will support staff in identifying and creating goals and developing professional development plans
- Assist people in working with their support system in determine the steps they need to take in order to achieve these goals and self-directed recovery.
- Work effectively with RICares staff; participate in team building, staff meetings, and organizational functions

- Practice essential elements of collaborative decision-making
- Promote and educate about trauma informed care
- Recognize the importance of addressing trauma, social inequity, and health care disparity and train staff around these issues
- Provide one hour of recovery focused weekly individual supervision
- Provide one hour of weekly group supervision
- Ensure that supervisees are familiar with and are adherent to relevant professional codes of ethics, client's rights documents, and laws and regulations that govern both counseling and clinical supervision practices
- Follow due process guidelines when responding to grievances and ensure that staff know their rights as employees and understand RICARES grievance procedures
- Participate with the Executive Director and Program Director to conduct annual 360 evaluations
- Independently or with periodic assistance of team members, utilize and teach problem solving techniques with individuals and groups
- Comfortable with providing staff with autonomy and supporting staff in developing personal expertise
- Supervisor acknowledges peer roles based on a peer's lived experience. Avoids role ambiguity of viewing peers as specialists. Supports peer specialization based on lived experience system navigators
- Supervisor is cognizant of their own biases and the institutional biases within organizations in which they work.

Skills and Abilities:

- Communicate clearly and concisely with the community and staff
- Build relationships and interact respectfully with individuals and groups of people with diverse backgrounds and lifestyles
- Be compassionate and non-judgmental in responding to staff
- Creates opportunities or minimizes potential problems by anticipating and preparing for these in advance
- Work with minimal supervision and is self-directed within the scope of accountabilities
- Provides accurate and consistent information on paperwork
- Follows policies, procedure, safety and security measures
- Able to gather and analyze information and approach from a solution oriented lens

- Maintain composure and facilitate order in a stressful environment with a particular focus on the stressors of early recovery
- Understand the effects of trauma and how trauma can impact early recovery
- Be able to learn new skills and apply that knowledge to different situations
- Be flexible in work routine and approach to schedule
- Be comfortable working independently as well as with the rest of the RICares team
- Understands generally accepted human resource employment practices and applicable laws, including, but not limited to: compensation and benefits, grievances, employee rights, whistleblower policies, trainings such as Medicaid Fraud Waste Abuse, Civil Rights, CPR, and other policies
- Knowledgeable about laws pertaining to interviewing job applicants including prohibitions relating to the Title VII of the Civil Rights Act of 1964 and other federal and state laws that deem it illegal to discriminate against applicants on the basis of race, color, sex, religion, national origin, citizenship, disability, age, sexual orientation, and marital status
- Supervisor understands the application of ADA standards in the workplace and employer obligations to provide reasonable accommodations
- Understand the effects of oppression and discrimination against communities of color, people with disabilities, the LGBTQ community, and seniors; understand how systemic inequities can lead to families from marginalized groups experiencing substance use disorder at a disproportionately higher rate than communities with affluence.

Minimum Qualifications:

- Candidate identify as being in long term recovery
- Peer Recovery Specialist certification or demonstrated progress toward the certification is required
- Experience working with individuals in recovery and a knowledge of local social services is a plus
- Familiarity with computers and basic software, including Microsoft Word, Excel, and Google Drive
- Continued and/or Higher education is preferred but not required, professional & personal equivalency will be considered
- Ideal candidate has a driver's license and vehicle, or a demonstrated ability to navigate Uber, Lyft, and other ridesharing options.

- Complete the requirements for, and obtain, the PRS Supervisor Certification within 6 months of hire.

Rhode Island Communities for Addiction Recovery Efforts Inc. is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sexual orientation, gender identity, national origin, disability, or protected Veteran status.

Women, people belonging to communities of color, individuals with disabilities, and veterans are encouraged to apply.

To Apply:

Email a cover letter, resume, and three references in .pdf format to iknowles@ricares.org with your name and the job title in the subject line. No phone calls, please.