



Job Announcement – Vocational Peer Specialist Supervisor (Full-Time)

Chrysalis, Inc of Madison, WI and serving Dane County promotes mental health recovery in our community by supporting work opportunities that encourage hope, healing and wellness.

Chrysalis practices the following recovery principles;

- Participants determine their own path.
- Participants can and do overcome obstacles.
- Recovery focuses on people's entire lives, including mind, body, spirit and community.
- Peer Support or mutual support plays an important role in recovery.
- There are multiple pathways to recovery based on participant's unique strengths, preferences, experiences and cultural backgrounds.
- Recovery isn't a step-by-step process but one based on continual growth, occasional setbacks and learning from experience.

Chrysalis works to address inequities and oppression in our community by promoting the following values;

- Celebrating the strengths that come from diverse experiences and preferences.
- Welcoming anyone at any stage in their mental health recovery journey.
- Recognizing people have the power to reach their individual goals and grow in various aspects of their life.
- Promoting inclusivity in the community by supporting meaningful work opportunities, and partnerships.
- Utilizing cultural humility to provide appropriate interventions that support the recovery and healing of those we serve.

Job Summary: Our Vocational Peer Specialist Supervisor will maintain responsibility for the supervision of the Vocational Peer Specialist program and provide direct support services to peers within the community and via telehealth. The supervisory component of this position includes the hiring, direct supervision, management of workloads, team building, approval of timesheets and mileage reimbursement, and all other supervisory responsibilities for Vocational Peer Specialist staff. This also includes one on one supervision as well as group supervisions. The Vocational Peer Specialist Supervisor will work collaboratively to resolve complex challenges within the program and agency.

The Vocational Peer Specialist Supervisor also provides individual support over a shared lived experience of mental health and/or substance use with peers who are working on their vocational goals. Vocational Peer Specialist Supervisor function as support persons demonstrating techniques in recovery and ongoing coping skills through:

- Support staff with learning peer support recovery tools
- Facilitate Vocational Peer Specialist Team meeting
- Create tools and gather resources to address the on-going needs of the VPS team
- Provide a reliable presence to the Vocational Peer Specialist Team
- Support the hiring and orientation process of new Vocational Peer Specialists
- Submit monthly reporting and billing documents

- Actively participate in development of long-term goals for agency
- Consult in the development of protocols and policies as assigned by Directors
- Lending their unique insight into mental health and/or substance use and what makes recovery possible.
- Cultivate empowering and supportive relationships with peers that promote self advocacy and stigma busting activities.
- Attending Recovery Team meetings to promote and educate about the peer support movement.
- Support and lead with completing job applications, building resumes and exploring finding a connection with something bigger than yourself.
- Seek to understand the roles culture, community, and identity play in peers' and Vocational Peer Specialists' lives.
- Building community relationships to become a leader in the Dane County Peer Specialist Community.
- Passionate about the Wisconsin Peer Specialist Code of Ethics, Core Competencies, and Scope of Practice and work with Assistant Director to implement these at Chrysalis.
- Attending community meetings and coalitions to advocate for peer support in multiple settings while advocating for peer voice.

The Vocational Peer Specialist Supervisor is responsible for keeping all documentation accurate and within established timeframes, including: Funding required documentation, Overseeing Progress notes, hour logs, monthly reports and releases of information.

Essential Qualifications:

1. Strong commitment to principles of recovery and person-centered services
2. Wisconsin Certified Peer Specialist*
3. Experience as a lead or in a supervisory/management role is preferred
4. Familiarity with mental health and substance use challenges
5. Knowledge of federal and state laws governing the handling of confidential information
6. Ability to support, evaluate, and problem solve about mental health, substance use, and job related concerns
7. Highly computer and technology literate (i.e. use with GSuites, Doc, Sheets, Meet, Zoom)
8. Creativity, organization, efficiency, flexibility and ability to take initiative, must be able to work independently.
9. Ability to create and maintain professional boundaries
10. Valid driver's license, access to a car to use for work, and auto insurance

*If not already certified as a Peer Support Specialist, applicant must have completed the Certified Peer Specialist training and be ready to sit for the exam and pass within the first 3 months of employment

Work Conditions: Shared office setting that promotes communication with co-workers. Staff provide the majority (65%) of services in the community, not limited to homes, treatment centers and participants' place of employment. Staff are expected to travel throughout Dane County and transport participants when appropriate. The regular work week is Monday through Friday with scheduling flexibility to meet staff and program needs. Staff create their own schedule with consumers. Each day will look different based on specific job responsibilities and participant's needs. We follow the local public health guidance regarding COVID-19 and practice mask wearing. Accommodations are available upon request.

Population Served: Chrysalis consumers have a wide array of different backgrounds and experiences.

Staff is expected to be comfortable working with Individuals with all of the following;

1. Mental Health and Addiction Diagnosis
2. Current Substance Use
3. Criminal Backgrounds
4. Multi-cultural Identities
5. LGBTQ+
6. Varied Levels of Engagement in Services

Hours: 8:30-4:30, Monday – Friday; flexible scheduling available, work schedule may vary to include evening or weekend hours to meet consumer needs

Salary Range: \$35,000 - \$47,000 annual salary

Benefits:

- Health and Dental Insurance
- Short and Long-term Disability Insurance
- Life Insurance
- Retirement Plan
- Generous Earned Time Package
- Paid Holidays
- Flexible scheduling
- Training opportunities and professional development
- Mileage reimbursement

Application Due: August 31st, 2021

Start Date: mid October - early November 2021

Please submit a cover letter AND resume to apply:

Email – hr@workwithchrysalis.org

OR

Mail - Chrysalis, Inc.

1342 Dewey Court, Madison, WI 53704

Attn: Amy Holste- HR

Email or Call (608) 716-1566 with questions

Chrysalis is an Affirmative Action/Equal Opportunity Employer