



## **Title: Peer Support Specialist (Full-Time, 2<sup>nd</sup> Shift)**

**Position Summary:** Mental Health America of Wisconsin (MHA) is seeking qualified candidates for a unique opportunity as a Full-Time Peer Support Specialist in the nation's first Peer Run Respite for Veterans, the R&R House. The R&R House provides peer support services in a residential, homelike environment to former members of the United States Armed Forces who are in recovery or seeking support with their transitions in life. The R&R House also provides on-site peer support and operates a non-crisis warmline to provide support to military families via phone. MHA is seeking an individual who identifies as living with a behavioral health condition to provide warmline and in-person peer support during afternoon and evening hours.

The Peer Support Specialist will report to the House Manager. Peer Support Specialists conduct pre-arrival conversations with potential guests of the R&R House, provide orientation services and welcome new guests, engage with guests to provide person-centered recovery services, ensure appropriate referrals to necessary services and community resources, conduct departure interviews with guests, and collect follow-up surveys from former guests to evaluate respite performance. Peer Support Specialists are expected to ensure the respite maintains a healthy, welcoming, and safe environment for guests and staff, including ensuring consistency with CDC and Wisconsin Department of Health Services guidelines.

### **Essential Duties:**

- Perform pre-arrival guest screening, orientation, community referrals, departure planning, follow-up evaluation, and guest engagement at R&R House.
- Provide recovery-oriented, person-centered peer support services to guests at the R&R House.
- Maintain a safe, sanitary, and healthy environment at the R&R House, including following cleaning procedures consistent with program policies and CDC and DHS recommendations.
- Recognize and respect the lived experience of all guests at the R&R House.
- Attend regular weekly staff meetings with R&R House team and weekly supervision meeting with Project Coordinator.
- Represent the R&R House at community events as appropriate.
- Inspire capabilities of R&R House guests to engage and maintain relationships with program during and following respite stay.
- Support operation of non-crisis warmline consistent with MHA program policies.

### **Qualifications and Skills:**

- Candidates must identify as a person with lived experience of behavioral health condition(s) and be eligible to complete DHS training as a Certified Peer Specialist (see <https://www.wicps.org/certified-peer-specialist/>).
- **Candidates with active/former service in any branch of United States Armed Forces strongly preferred.**
- Candidates must have strong understanding of principles of recovery.
- Bachelor's degree in relevant field, or equal professional experience, preferred.
- Candidates must have the ability to work collaboratively with a range of personality types.
- Candidates should have working knowledge of Microsoft Word/Excel, Google Docs/Forms/etc., Zoom, and be able to follow procedures as outlined in program materials.
- Strong candidates will have excellent problem-solving and critical thinking skills, be comfortable working both independently and as part of a team and be open to expanding their knowledge-base.
- Candidates should recognize the importance of culturally appropriate, person-centered, trauma-informed care.
- Candidates must pass a caregiver background check and have reliable transportation to Pewaukee, WI.
- Candidates must be willing to work weekday and some weekend evenings shifts.

### **Time and Salary:**

The position is full-time, approximately 40 hours/week, and requires staffing on weekday and some weekend afternoons/evenings. The position receives a yearly salary of \$35,640. Employees are eligible for paid time off, vacation, and health benefits.

**Please submit applications (resume and cover letter) to Brian Michel: [brian@mhawisconsin.org](mailto:brian@mhawisconsin.org)  
[www.mhawisconsin.org](http://www.mhawisconsin.org)**