



1527 W. National Ave, Milwaukee, WI 53204
Phone (414)-383-8921 Fax (414)383-9016

Certified Peer Support Specialist

Seeking: Certified Peer Support Specialist, Bilingual (Spanish, Hmong) and or sign language encouraged to apply.

Where: Milwaukee, WI

Position Type: Full-time, M-F, hours are 0830-430, some flexibility.

Deadline to Apply: Until position is filled.

Reports to: CCS Supervisor or designee

Our Space, Inc. is a community-based social service organization that's mission is to empower individuals living with mental illness and substance abuse issues to achieve their full potential by providing recovery-oriented, person-centered, services and programs, in a safe and accepting environment.

Why Us?

- Be part of an ethical, passionate, and dedicated team!
- Mileage reimbursement
- Work for a team who cares about you and your well-being.
- Feel supported and given the tools needed to be successful.
- Competitive wages
- Competitive benefits include: 3 weeks' vacation, 3 PTO, sick time, United Healthcare, Colonial Dental, Vision, 403b, other benefits offered.

Salary: \$18-\$20 per hour

Job Summary:

Our Space is seeking Certified Peer Specialists (CPS) to provide services to the *Comprehensive Community Services* program. The peer is responsible for engaging peers in meeting individuals where they are at, helping them discover their potential, providing a sense of community belonging, providing support, and empowering them to obtain their goals. Peer Specialist will serve as a role model and advocacy to help promote long-term recovery. The goal is to promote wellness and self-direction while enhancing the skills and ability of peers to meet their chosen goals in a non-judgmental manner through one-on-one or small group situation. This position focuses on providing support and hope based on shared experiences to empower individuals with mental health and or substance abuse using a person-centered, strength-based, trauma informer-care approach.

Primary responsibilities:

1. Provide support to those with mental illness, trauma, and substance abuse.
2. Provide one-on-one person-centered, strength-based support and or group facilitated support.

3. Establish a rapport with peers; intentionally sharing life experiences to assist persons with changing patterns and behaviors in a culturally competent and sensitive manner.
4. Model effective coping techniques and self-help strategies based on the specialist's own recovery experience.
5. Support them in advocating for themselves.
6. Help people explore new ideas that may be beneficial to their recovery.
7. Provide information regarding resources that are beneficial to their recovery.
8. Understand and use the established supervisory hierarchy to communicate needs, questions, and concerns.
9. Maintain the utmost confidentiality concerning verbal and written information obtained from peers.
10. Consistently attend Peer Specialist meetings as scheduled by Our Space, Inc.
11. Attending ongoing training and staff development initiatives.
12. Documentation as instructed and maintain confidentiality with documented information in compliance with HIPAA regulations.
13. Follow all policies and procedures regarding Critical Incidents and all other organizational policies.
14. Work collaboratively with individual's team members
15. Complete and submit required documentation by the due date.
16. Keep Certification up to date by accumulating the needed CEUs (20 hours every two years)
17. Other job-related duties may be necessary to carry out the responsibilities of the position.

Qualifications:

- Bachelor's degree preferred in Psychology, Human Services, or Social Science related field, minimum G.E.D
- Wisconsin State Peer Specialist Certification
- Lived experience, personal experience with recovery and knowledge of recovery principles.
- Excellent written and verbal communication principles
- Computer skills are a must.
- Ethical and reliable
- Able to work independently.
- Able to travel, Valid Driver's License, and ability to provide current car insurance.

Our Space Inc. is an equal opportunity/affirmative action employer committed to having a diverse work force. Members of minority groups and people with disabilities are strongly encouraged to apply.

Email inquiry and resume/CV mwisniewski@ourspaceinc.org or nhitchcock@ourspaceinc.org or mail to **Our Space, Inc. located at 1527 W. National Ave. Milwaukee, WI 53204.** You may also download our application at ourspaceinc.org.