

Job Opening Title: Recovery Support Specialist

Job Opening ID: 12722

Introduction:

The [Department of Health Services](#), [Wisconsin Resource Center \(WRC\)](#) is recruiting to fill a Recovery Support Specialist position. WRC is a secure treatment facility that specializes in treating individuals with severe mental health conditions from the Wisconsin Department of Corrections. This facility is located on Lake Winnebago with beautiful walking paths by the lake for employees to use during break periods.

This position will work Monday through Friday, from 7:45am to 4:30pm.

As an employee of the State of Wisconsin, you'll also have access to an [amazing benefits package](#), including:

- 3.5 weeks of vacation, 9 paid holidays and ample sick time.
- Top rated health plan options starting at \$39/month for single plans and \$97/month for family plans, after 2 months of state service.
- Participation in the Wisconsin Retirement System, which is considered among the best in the country!
- [Public Service Loan Forgiveness Program](#) employer.

Position Summary:

As the Recovery Support Specialist, you will function independently, acting as a bridge between staff and residents, and between residents and the community. You will provide insight and communication designed to meet individuals where they are, and enhance their understanding of issues which may be detrimental to their future success. You will lead by example, demonstrating and emphasizing the value of all persons; employing trauma-informed care and recovery principles and philosophy in all interactions and offering encouragement and motivation based on the individual's interests and goals. Additional duties include:

- Collaborating with WRC staff to facilitate opportunities for residents to participate in recovery programming.
- Helping to create and provide peer support opportunities to WRC residents.
- Enhancing and broadening staff understanding of resident perspective through education/training and committee participation.
- Gathering and recognizing resident perceptions through interviews and surveys.

Salary Information:

The starting pay is \$24.50 to \$27.42 per hour (approximately \$50,900 to \$57,000 per year), plus excellent benefits. A 12-month probationary period is required.

Pay for current or former state employees is set based upon the rules that apply to compensation for the applicable transaction. This position is classified as a Human Services Program Coordinator and is in pay schedule and range 07/04.

Job Details:

All applicants who may be appointed to this position will be required to allow DHS to conduct a background check to determine whether the circumstances of any conviction may be related to the job being filled.

All appointees will be required to receive a TB test, which will be administered by WRC or medical personnel approved by the facility within 30 days of the start date.

DHS does not sponsor work visas for this position, thus, in compliance with federal law, selected candidates will be required to verify eligibility to work in the United States by completing the required I-9 form upon hire.

Qualifications:

Minimally qualified applicants will have all of the following:

- Experience teaching or training others through self-help, peer support, recovery or incarceration.
- Experience working with justice-involved individuals (e.g., incarcerated, arrested and booked, paroled, on probation, etc.).
- Experience interpreting and applying Trauma Informed Care principles.

Well-qualified applicants will also have one or more of the following.

- Experience coordinating peer support related to mental health recovery.
- Experience working in a multi-disciplinary team (e.g., medical, social work, psychology, etc.).
- Experience working in a secure facility.
- Successful completion of the [State of Wisconsin Certified Peer Specialist training](#).

Your letter of qualifications is limited to 1 (one) page. For a guide on developing your resume and letter of qualifications and what should be included in these materials, click [here](#).

How to Apply:

Applying is easy! Click “Apply for Job” to start your application process. Sign in to your account or click “Register Now” to create an account before applying for the job. Follow the steps outlined in the application process and submit your application.

Helpful Tips:

- Once your application is submitted, no changes are allowed. Click “Save” to allow changes to your application as needed before submitting by the deadline.
- You may want to save a copy of the job posting for referencing after the deadline.

Submitted materials will be evaluated by a panel of job experts according to the qualifications above. Please monitor your email for communications related this position. Current or former permanent, classified, state employees must complete the online application process to be considered.

If viewing through an external site, please apply directly at [Wisc.Jobs](https://www.wiscjobs.com).

DHS is an Equal Opportunity and Affirmative Action employer seeking a diverse and talented workforce.

Veterans are encouraged to apply. For complete information on veterans’ hiring programs with the WI Department of Veteran’s affairs, click [here](#).

For technical assistance and general information, please see [Frequently Asked Questions](#). For questions about the position, to request a copy of the full position description, or for other employment inquiries, please contact Human Resources at DHSWRCRecruitment@dhs.wisconsin.gov.

Deadline to Apply:

The deadline to apply is January 17th, 2024, at 11:59pm.