

Job Type: Full-Time

Note: This is a remote position for candidates in the Milwaukee/West Allis area – The candidate will be required to attend one monthly on-site job meeting per month.

Work Schedule: Monday-Friday 8:00AM-4:00PM – This can vary based on business needs.

Pay: \$18.00-\$21.50 per hour (Depending on experience)

Community Medical Services (CMS) is hiring a Peer Support Specialist to help individuals suffering from opioid addiction and other illicit substances gain access to life-changing care. In this role, you'll leverage your prior supervisory experience to ensure smooth daily clinic operations while providing a safe, supportive environment for patients beginning their recovery journey. This is a truly rewarding opportunity to make a meaningful impact in the community.

We're looking for someone who:

- Has lived experience with a substance use disorder and is living in recovery.
- Is comfortable working in a wide range of settings, including any CMS clinic location,
- community-based outpatient setting, or correctional health facility.
- Is open to, and available for, occasional weekend and holiday shifts.
- To thrive in this role, you must be able to:
- Assist clients in identifying effective coping techniques, self-help strategies, and increasing
- social support networks.
- Maintain confidentiality and adhere to professional standards.

- Draw from prior behavioral health experience, either as a recipient of services, a family
- member of someone receiving services, or a primary caregiver of a service recipient.
- Provide clinical support, including assessments, to special populations and projects.
- Promote harm reduction and recovery in group settings.
- Travel (with reimbursement) up to 25% of the time to various CMS clinic locations and
- community events.
- Communicate CMS program and assessment information to community-based service
- providers.

Job Requirements:

- High School Diploma or GED (required)
- Associate degree with an emphasis in Human Services, Counseling and Psychology
- (preferred)
- Certified Peer Support certificate required
- May consider candidates without a Certified Peer Support certificate, if they can obtain a
- certificate within 90 days of hire and have an equivalent combination of education and
- experience directly related to behavioral health.
- Experience with substance abuse, serious mental illness, and/or general mental health
- (required)
- Valid Driver License and Motor Vehicle Clearance (clean driving record for 39 months).
- Knowledge of behavioral management, de-escalation methods, crisis intervention, and
- defusing techniques to prevent harmful behavior to self or others with the ability to apply
- these techniques to a client population in various levels of crisis.

Benefits Offered:

- Subsidized medical, dental, and vision insurance
- Health savings account
- Short and long-term disability insurance
- Life insurance
- Paid sick, vacation, and holiday time
- 401K retirement plan with match
- Tuition and CME reimbursement up to 100%
- Employee assistance program to support your mental health and wellness
- Ongoing professional development

If interested, please apply here:

<https://recruiting.paylocity.com/Recruiting/Jobs/Details/3930262> and search for

West Allis location to find the position (it is the position that notes it being a remote position, and the other Peer Support Specialist opening is an on-site position).

Tools and Equipment Requirements:

- The ability to use a phone, computer, printer, and copier is required.
- Frequent use of Microsoft office products, including but not limited to Outlook, Word, Excel, and PowerPoint.
- The ability to use the internet and various web browser software is required.
- Physical Working Conditions and Office Setting Description:
- Requires sitting and standing associated with a normal office environment.
- Manual dexterity using a calculator and computer keyboard.
- Requires prolonged sitting, standing, frequent bending, stooping, or stretching.
- Some lifting may be required.
- Frequent and prolonged typing and frequent and prolonged operation of computer, keyboard, and telephones required.

- Requires occasional use of fax machines, telephones, copiers, and other office equipment.
- Physical Working Conditions and Office Setting Description: Requires sitting and standing
- associated with a normal office environment. Manual dexterity using a calculator and
- computer keyboard. Requires prolonged sitting, standing, frequent bending, stooping, or
- stretching. Some lifting may be required. Frequent and prolonged typing and frequent and
- prolonged operation of computer, keyboard, and telephones required. Requires occasional
- use of fax machines, telephones, copiers, and other office equipment. Employees must
- regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and
- occasionally lift and/or move up to 50 pounds.

Our Commitment:

We are an equal employment opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, sex, disability status, sexual orientation, gender identity, age, protected veteran status or any other characteristic protected by law. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Other Conditions:

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

Notice to Wisconsin Employees:

- All new hires must provide proof of MMR (Measles, Mumps, and Rubella) and Varicella (Chickenpox) vaccinations.
- In addition, new hires should have a current flu vaccination or be willing to receive one.
- Medical or religious exemptions for the flu vaccine are permitted. CMS will provide exemption forms, which must be completed and submitted prior to the start date.