



LSS FAITH MISSION OF FAIRFIELD COUNTY
POSITION DESCRIPTION

PEER SUPPORT SPECIALIST

Job Title: Peer Support Specialist
Direct Supervisor Title: Program Manager
Program Area: Faith Mission of Fairfield County
Department Name: Sober Living Program
Department Number:

Job Code:
Salary Grade:
EEO Classification:
LSSCO Classification:
FLSA Status:

Date Created:
Last Date Revised:

General Summary:

Essential Duties and Responsibilities:

1. Orienting new residents to the house and program
2. Enforcing rules of the program, including curfew
3. Encouraged to take the majority of meals with residents but are not required to do so.
4. Conduct a weekly house meeting with all residents at a regularly scheduled time once per week.
5. Provide a daily report to the case manager as to the status of the residents.
6. Document any unusual incidents occurring.
7. Complete grocery shopping for the program in conjunction with the case manager

Reporting Relationships

Reports to Program Manager

Required Education:

High School Diploma or GED, Certified Peer Support Specialist

Experience:

Prior experience working with the homeless and/or the AOD/Mental Health population preferred.

Knowledge, Skills and Abilities

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| Physical Requirements |
| Seeing: read reports and use computer |
| Speaking & Hearing: communication with clients and co-workers |
| Standing/Walking |
| Climbing/Stooping/Kneeling |
| Lifting/Pushing/Pulling up to 25 lbs |
| Fingering/Grasping/Feeling: write, type, use phones, etc... |
| Sitting for extended periods of time |

Working Conditions

Note: The statements herein are intended to describe the general nature and level of work being performed by employees and are not to be construed as an exhaustive list of responsibilities, duties and skills required of personnel so classified. Furthermore, they do not establish a contract for employment and are subject to change at the discretion of the employer.