

COUNTY OF SOLANO
CLASS SPECIFICATION
BEHAVIORAL HEALTH PEER SUPPORT SPECIALIST

Effective Date: XX/XX/XXXX

Date of this Draft: 10/10/18

CLASS SUMMARY:

Under general supervision, incumbents in this class provide information, support and assistance and advocacy for recipients, and/or caregivers/family members of behavioral health services, through their own lived experience, within established procedures and guidelines.

DISTINGUISHING CHARACTERISTICS:

This class is distinguished from the:

- Mental Health Specialist I in that the Mental Health Specialist I is the entry level position, in which the work is characterized by learning the performance of para-professional casework; and the
- Mental Health Specialist II in that the Mental Health Specialist II work is characterized by the performance of para-professional casework; and the
- Mental Health Clinician (Licensed) which is the licensed professional level clinician.

SUPERVISION RECEIVED AND EXERCISED:

- Supervision is provided by Mental Health Clinical Supervisor or other appropriate supervisory or management level classification.
- No supervision is exercised over others.

ESSENTIAL DUTIES: This class specification represents the core area of responsibilities; specific position assignments will vary depending on the needs of the department.

- Serve as a resource on recovery principles and lived experience as a member of the clinic or service teams;
 - Provide input about the consumer's successes and barriers in engaging in self-management of conditions and self-directed care.
 - Assist consumers on specific goals such as follow up after a transition in care and adherence to treatment or medical recovery plan.
 - Promote knowledge of personal recovery, when appropriate, to help educate members of the treatment team and others in recovery principles; modeling skills for and providing consultation to fellow team members.
 - Role model the value of every individual's recovery experience, such as individualized recovery, modeling hope and showing incremental path of progress.
 - Communicate, represent, and advocate the consumer and families/caregivers' perspective within the behavioral health system.

- Encourage consumer to socialize with family and friends as well as participation in community based groups to create sustaining self-help networks in the community.
- Provide outreach and engagement support for hard-to-reach individuals, including homeless and those at risk of homelessness.
- Assist consumers in developing their own personal recovery plans using the Wellness Recovery Action Plan (WRAP) model and/or other wellness tools.
 - Help individuals articulate their goals during one-on-one sessions while assisting them in learning how to identify and overcome fears, learn coping strategies, and encourage self-management and relapse prevention.
 - Support the appropriate recognition, acceptance and understanding of social and cultural factors affecting the individual's behavioral health and adherence to treatment.
 - Provide and/or advocate for any effective recovery based services that will aid the individual consumer in daily living.
 - Assists consumers with rehabilitation services such as learning how to use transportation options, maintaining their residence, finding daily activities for positive community inclusion.
 - Helps consumers to learn to advocate for themselves during medical appointments, including attending medical and behavioral health appointments as a support to the individual served as requested by the consumer.
- Assist in the preparation of reports and correspondence, and maintain a variety of documentation, including meeting notes, progress reports, incident reports, and other data.
 - Input consumer meeting notes into a variety of computer programs.
- Develop effective working relationships with colleagues, agencies, and organizations to advocate for consumer and family/caregiver empowerment.
 - Support the County's connection with community organizations, schools, the justice system, residential living and housing programs, vocational programs, etc.
- Attend and participate in conferences, workshops and trainings within the behavioral health system and in the community.
- Performs other duties of a similar nature or level as assigned.

EDUCATION AND EXPERIENCE:

- **Education:** High School Diploma, GED, or equivalent;

AND

- **Experience:** Two (2) years of personal experience in recovery from mental health or substance use challenges and three (3) months of advocacy, leadership, or engagement in peer recovery activities.

LICENSING, CERTIFICATION AND REGISTRATION REQUIREMENTS:

Possession of, or ability to obtain, a California Driver's License may be required.

SPECIAL REQUIREMENTS

Successful completion of a County-approved Peer Support Training and Wellness Recovery Action Plan (WRAP), or other County-approved evidence-based recovery program curriculum prior to the end of the probationary period is required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of:

- WRAP model of care, or similar evidence based, wellness management recovery models
- Peer support and recovery principles and how to apply them in support of others
- Customer service techniques for dealing with customers
- Community resources for those served
- English composition, spelling, grammar, vocabulary, and punctuation for both written and oral communications
- Oral communication techniques to include presentations.

Skill and/or Ability to:

- Provide advocacy for others receiving services.
- Utilize his or her own lived experience of recovery (as defined by that person) to inspire recovery in the lives of persons served.
- Share personal experience in recover with others (staff, contractors, community) to show effectiveness of recovery principles.
- Use motivational interviewing and listening techniques.
- Use modern office equipment to include computers and related software applications
- Participate in a multi-disciplinary team.
- Demonstrate activities of daily living to clients.
- Collaborate with other agencies and peer workforce.
- Establish and maintain effective working relationships with those contacted in the performance of required duties.
- Maintain accurate records and document actions taken.
- Maintain confidentiality of clients, records, and information.

PHYSICAL REQUIREMENTS:

- Positions in this class typically require stooping, kneeling, reaching, occasional standing, occasional walking, pushing, pulling, fingering, grasping, feeling (i.e. sense of touch), and repetitive motion.
- Employees in this class exert up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects.

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- Positions in this class require the employee to have close visual acuity, with or without correction, to prepare and analyze data and figures, transcribe, view a computer terminal, read, etc.
- Positions in this class may also require employees to have depth perception in order to operate a motor vehicle.

WORKING CONDITIONS:

- Employees in this class will most often be working in an indoor setting but will also be meeting with consumers in their homes or other community locations.
- Employees in this class may be subject to disruptive and confrontational people.

OTHER REQUIREMENTS:

- Independent Travel: Incumbents are required to possess a California Driver's License travel independently either in a County vehicle or personal vehicle.
- Incumbents may be required to work weekends, holidays, irregular hours, on-call, and after normal business hours.
- Child Abuse Reporting: Selectees for employment must, as a condition of employment, sign a statement agreeing to comply with Section 11166 of the California Penal Code relating to child abuse reporting.
- Some positions allocated to this class will require the applicant to speak, read and write in a language other than English.

CLASS HISTORY AND CLASS INFORMATION:

- Date Approved by the Civil Service Commission:
- Date Adopted by the Board of Supervisors:
- Date(s) Revised:
- Date(s) Retitled and Previous Titles of the Class:
- Class Code: