

# Montana's Peer Network

109 East Lewis Street  
Livingston, MT 59047  
406-551-1058 [www.mtpeernetwork.org](http://www.mtpeernetwork.org)



## Job Description: Behavioral Health Peer Support Specialist (**Recovery Coach**)

This position is part time hourly position at \$15-17 per hour with flexible days and hours

- The Recovery Coach must maintain long term stable recovery
- The Recovery Coach must be willing to publicly self- identify as being in recovery from a mental health, substance use or addiction diagnosis
- Recovery Coach must be willing to share his/her own story of recovery as an inspiration to others
- The Recovery Coach must be able to obtain and maintain state BHPSS certification
- The Recovery Coach should be able to take direction, be prompt, take initiative, complete tasks as assigned, and be able to work effectively as part of a team that includes community stakeholders
- The Recovery Coach should be articulate, and have good communication skills
- The Recovery Coach agrees to adhere to the Code of Ethics
- The Recovery Coach should have at minimum a basic understanding of:
  - The concept of recovery as it relates to behavioral health
  - Peer support (Recovery Coaching)
  - Wellness and recovery planning
- The Recovery Coach must complete and pass (provided)
  - Peer Support 101 Training (40 hrs.)
  - ASIST (Applied Suicide Intervention Skills Training 16 hrs.)
  - Trauma Informed Care training (8hrs)
- The Recovery Coach must have good computer skills such as:
  - Word
  - Excel
  - Outlook
  - Video conferencing
  - Access to high speed internet away from the office
- Travel will be required for this position.
  - Recovery Coach must have a reliable vehicle
  - Clean driving record
  - Be able to obtain commercial level insurance coverage
  - Mileage is reimbursed by MPN

- Submit to and pass a drug test prior to employment
  - Submit to and pass random drug and alcohol testing
- Submit to and pass a law enforcement background check
  - Maintain law enforcement access clearance
  
- Duties of the Recovery Coach will include but are not limited to:
  - One on one peer support/recovery coaching to those in need in the Butte area  
This includes mental health, trauma and substance use
  - Respond as needed to referrals from community stakeholders
  - Facilitate a community based peer support group
  - Participate in staff, community and program meetings
  - Work regularly with community partners
  - Participate in regular clinical supervision
  - Collect data
  - Complete reports and documentation in a timely manner
  - Provide community presentations on peer support and or recovery
  - Participate in training
  - Other tasks as assigned
  - Recovery Coach will report to the Executive Director