

# Montana's Peer Network

PO Box 39  
Ennis, MT 59729  
406-551-1058 [www.mtpeernetwork.org](http://www.mtpeernetwork.org)



## Job Description: **Family Peer Supporter (FPS)**

This position is a part time hourly position at \$20 per hour with a flexible schedule. A minimum of 15 hours on-site at Benefis. This is a temporary position through September 30, 2024 with the possibility of continuation after that date depending on funding.

- The FPS must be willing to publicly self- identify as being in parent or caregiver for a child with special health care needs
- The FPS must be willing to share his/her own lived experience as a parent or caregiver for a child with special health care needs as an inspiration to others
- The FPS should be able to take direction, be prompt, take initiative, complete tasks as assigned, and be able to work effectively as part of the MPN team
- The FPS should be articulate, and have good communication skills
- The FPS must adhere to FPS Code of Ethics and the Policies and Procedures of Montana's Peer Network.
- The FPS should have a basic understanding of the following:
  - The concept of peer support and wellness as it relates to special health care needs
  - Community resources for parents and caregivers
  - The FPS must complete and pass peer support and related trainings
- The FPS must have good computer skills such as:
  - Word, Excel, & Outlook
  - Video conferencing (Zoom)
  - Access to high-speed internet away from the office
- Submit to and pass a drug and alcohol test prior to employment
  - Submit to and pass random drug and alcohol testing
- Duties include but are not limited to:
  - Provide one on one peer support to parents and caregivers of a child with special health care needs
  - Facilitate a family support group with the identified target population
  - Outreach to community partners and stakeholders
  - Participate in all staff, clinic and educational meetings
  - Participate in regular clinical supervision
  - Collect data as directed for project evaluation and project reporting
  - Compile reports and documentation in a timely manner
  - Other tasks as assigned
  - The FPS will report to the Executive Director
    - To apply submit a cover letter and resume to [jim@mtpeernetwork.org](mailto:jim@mtpeernetwork.org). The cover letter should include an explanation as to why you are interested in this position.