

Position Title: Recovery Mentor
Program: Crook County CMHP
Program Location: Prineville, Oregon
Employment Status: Full Time, Regular
FLSA Classification: Non-Exempt, Hourly
Salary/Wage: \$16.00 - \$20.99

General Duties: Recovery Mentors are a critical part of the SUD Treatment Team and work with SUD clients who are attempting to engage in recovery or in early stages of recovery. The majority of clients who are assigned Recovery Mentor services are involved in our intensive outpatient/Day Treatment program; some clients may be waiting for a residential treatment bed to come open, or stepping down from residential treatment into the Day Treatment program. Recovery Mentors are not counselors or clinicians, but provide supports to clients that counselors are not able to offer. Recovery Mentors work a modified schedule that includes evening and weekend hours. The Recovery Mentor will work with their Supervisor to design and implement education, referral, and parent components of the program. The Recovery Mentor will be responsible for helping to facilitate classes and support groups along with group activities. They will maintain a personal recovery program, if appropriate, as well as model recovery-appropriate behavior.

Job Relationships:

- Reports to: Alcohol & Drug Program Clinical Supervisor or Program Director
- Employees Supervised: None

Duties include (but are not limited to):

1. Participate and provide recovery coaching to people involved with BestCare Treatment Services.
2. Methods for engagement with clients:
 - a. Telephone contact which may include talking with clients who need support and are feeling prone to relapse; reminder calls to clients who are scheduled for assessments, groups, individual sessions; doing outreach to client who miss group or individual services to attempt to reengage them in treatment services.
 - b. Provide client transportation (when approved by supervisor): taking clients to/from treatment services/appointments, transport to detox or residential treatment, and other appointments when it is determined to be helpful by the primary clinician or treatment team.
 - c. Provide recovery coaching for clients during activities.
 - d. Home visits under a limited basis.
 - e. Attend sober support meetings, or other sober activities, in the community with clients.
3. Helping monitor and stay connected to clients who are in residential (and detox) to help with reengagement upon discharge.
4. Case management services including referrals to various resources (i.e. Food Bank, primary care/medical services, education entities, housing resources, etc.).
5. Assist prep and clean-up for evening groups as needed.
6. Provide individual, couples and family support.
7. Attend program and all staff meetings and supervision meetings.
8. Maintain case notes of client contact within agency documentation timelines.
9. Assist the SUD team with UA drug testing if needed.
10. Complete attendance sheets, required report forms, and report client participation to Supervisor.
11. Any additional duties as assigned by the Program Director or Supervisor.

Minimum Requirements:

- Education: High School diploma or equivalent.

- Have a current certification for Recovery Mentor issued by the state licensing body. New Hires that do not hold a current certification must make an application within the first six months of employment and receive the certification within 36 months of the application.
- Familiarity with substance abusing population and people with disabilities.
- Must be able to demonstrate continuous sobriety under non-residential, independent living conditions for the immediate past two years.
- Valid Driver's license and appropriate auto insurance is a must.
- Flexibility is required as this position will include some weekend and evening hours.

Skills & Abilities:

- Knowledge of alcohol and drug addiction and detoxification; community resources and recovery programs.
- Communicate clearly, concisely and effectively orally and in writing.
- Maintain documentation in the EHR program.
- Work well with individuals of diverse backgrounds.
- Work independently and as a team member. Must have the ability to get along with co-workers.
- Ability to function in crisis situations.
- Show respect and compassion for individuals struggling with addiction issues.

Physical Demands:

The physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing this job, the employee is regularly required to reach with hands and arms. The employee is frequently required to stand, walk, and use hands to handle, feel or operate objects or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk and hear. The employee must occasionally lift and/or move up to twenty (20) pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position requires the employee to dress in a professional manner that meets the standards for professional employees in Central Oregon.

To Apply:

Please complete an application using the link below along with a cover letter, resume, personal email address for communications and contact information for three supervisory references.

[Application for Employment – BestCare \(bestcaretreatment.org\)](http://bestcaretreatment.org)