



Job Description

TITLE:	Peer Mentor – Part-time <i>(RISE Grant)</i>	JOB CODE:	3862
DEPARTMENT:	Behavioral Health Services Dept	FLSA:	Non-Exempt
PREPARED:	August 2020	LOCATION:	Adult Detention Center Farmington, NM
UPDATED:	June 9, 2021		

Summary: Under general supervision of the Case Management Supervisor (Behavioral Health Services Director), advises and guides individuals involved in the RISE program. The mentor is responsible for guiding the individual to stay involved in activities, organizations and programs that assist and promote recovery and to assist other staff in program development and implementation.

Essential Job Functions: *The list that follows is not intended as a comprehensive list; it is intended to provide a representative summary of the major duties and responsibilities. Incumbent(s) may not be required to perform all duties listed, and may be required to perform additional, position-specific tasks.*

- Observe behavior patterns of individuals in RISE program.
- Work directly with clients and support systems to enhance increased rates of success.
- Teach and encourage basic daily activities and functions.
- Collaborate with community providers and agencies to increase client success during RISE participation.
- Work as part of a team with case managers, and other agency partners, to assist client in building a strong foundation for utilizing community services and programs to get needs met appropriately and use tools of recovery.
- Encourage individuals in recovery to make appropriate decisions, be responsible for consequences, develop and utilize problem solving skills.
- Brainstorm with clients on how to get their needs and requirements met.
- Assist Case Management with collecting data and assessing if client's needs are being met as required by partnering agencies.
- May be required to transport client, when no other options are available.

Required Knowledge, Skills and Abilities:

- Ability to recognize signs of recovery and relapse.
- Ability to respond effectively to the most sensitive inquiries or complaints.
- Ability to collaborate and respect integrity of program.
- Ability to include best practice and modalities in substance abuse treatment, including family systems approaches and developmentally appropriate modalities.
- Knowledge of judicial system.
- Knowledge of issues surrounding substance abuse and/or mental health issues.

Education and Experience:

- Must be at least 18 years old.
- High School Diploma or GED required.

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- At least one year of demonstrated active recovery from substance abuse and/or mental illness preferred.
- Must pass a comprehensive criminal background check.
- Education or experience in field of substance abuse and mental health preferred.
- Valid driver's license and ability to be covered by County Vehicle Insurance policy.

Environmental Factors and Conditions/Physical Requirements:

- Work is performed in an office and community setting.
- May be subject to extended periods of intense concentration in the review of documents and reports.
- On-call and flexible hours requirements.
- Potential risk from mentally challenged or substance abuse issues.
- Potential risk from offender/criminal actions.
- May require physical demands to stand; walk; sit; use hands to finger, handle or feel; reach with hands and arms; lift up to 10 pounds; and talk or hear.
- Vision requirement: peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point).
- Noise level is typical of a business office with computers and printers, light traffic.
- Work schedule for this position may include working on religious holidays.
- Utilize, process, and navigate the County's electronic ERP system as necessary and appropriate based on the needs and requirements of this position.

Equipment and Tools Utilized:

- Equipment utilized includes computerized and conventional office equipment as well as any and all applications specific to therapeutic/treatment/basic health or living needs.

Approvals:

Employee: _____ **Date:** _____

Supervisor _____ **Date:** _____

Department Head: _____ **Date:** _____