



Chesapeake Voyagers, Inc.  
Wellness & Recovery Center  
607 Dutchman's Lane  
Easton, MD 21601  
410-822-1601

**Job Title: Peer Support Specialist (PSS) – Full-time/40 hours per week**

**Mission Statement:** Chesapeake Voyagers, Inc. is dedicated to promoting wellness and recovery by empowering individuals with mental health and/or substance use issues to reach their full potential. We strive to reduce isolation by providing a safe, comfortable and uplifting environment where individuals can meet others in their community, receive one-to-one peer support, obtain helpful information and skills needed to continue on their individual path to recovery.

**Core Values and Practices:** We believe and practice the principles and tasks of Intentional Peer Support (IPS). The Principals are “From Helping to Learning Together”, “Individual to Relationship” and “Fear to Hope & Possibility”. The tasks of IPS are Connection – Worldview – Mutuality – Moving Towards. By putting these principles and tasks into motion in our everyday lives, we are able to fulfill our mission. As a Peer Run organization we are committed to providing peer support that is recovery-oriented, person-centered, voluntary, relationship-focused and trauma-informed.

**Scope of Job:** As a **Peer Support Specialist (PSS)**, you will use your own personal life experience, education and training provided by us, to provide peer support to those who face mental health and/or addiction challenges by practicing the values and principles of wellness and recovery. You will work with participants (one-on-one and in group settings) to promote overall wellness by exploring possibilities of recovery through the participants’ values, strengths, knowledge, skills and interests.

**Job Duties:**

- Establish and maintain strong, healthy relationships with participants to develop trust and signify mutuality.
- Assist participants in articulating personal goals for wellness and recovery and in determining the actions needed to reach their goals.
- Both independently and with support from our team, develop and facilitate support groups and other activities designed to promote socialization, education, problem-solving, skill development, etc. relevant to the recovery process. Support groups are held at main location and in surrounding mid-shore counties.

- Share coping/wellness techniques, self-reliance strategies and personal experiences utilized in facilitating your own mental health and/or addiction.
- Assist and support participants in accessing community resources.
- Assist participants in developing advocacy skills and facilitate their engagement in individual and collective advocacy.
- Accompany participants to appointments, court, etc.
- Build a connection with peers in the community and at locations such as recovery houses, detention center, hospitals, shelters, PRP programs, etc.
- Participate in workgroups and/or committees locally and/or statewide as assigned to you by the Executive Director based on your knowledge and experience of specific topics.
- Perform general office duties, including but not limited to: typing, copying, answering phones, faxes, emails.
- Transport participants to and from Wellness and Recovery Center and other locations using organization's vehicle. Current driver's license required and clean driving record.
- Work with our team in developing, planning, implementing and publicizing groups and other activities. Encourage and facilitate participants to be an active part of this process.
- Identifying barriers (internal and external) to full participation in community resources and developing strategies to overcome those barriers.
- Providing a "listening ear" for Peers and facilitating conflict resolution.
- Have an active role in keeping the center clean at all times. Assist participants to understand the importance of cleaning up after themselves by encouraging their participation in our end of the day clean-up process.
- Encourage volunteers to sign up for various job duties at the center.
- Other duties not otherwise specified, as assigned by the Executive Director.

**Knowledge, Skills & Abilities:**

- Willingness to share your personal experiences related to your wellness and recovery.

- Willingness to expand knowledge and skills by learning from participants, staff, volunteers and by attending workshops, trainings, supervision, etc.
- If you identify as having lived experience with addiction/substance use disorder, you must be drug and alcohol free for at least 5 years.
- Organizational skills and ability to provide required documents on a regular basis.
- Be an attentive, responsive, empathetic listener
- Knowledge of and actively practice recovery and resiliency principles.
- Ability to set and maintain healthy boundaries
- Being comfortable and able to relate to and work with a diverse population of people having a variety in religious, racial, cultural, and geographic backgrounds as well as experiences, beliefs and world view.
- Interacting with everyone with respect, as equals, in a caring, supporting way
- Self-motivated, able to work independently, as well as collaborate with others as a team (staff, participants, volunteers, etc.)
- Practice quality problem-solving skills
- Maintain uncompromising confidentiality
- Strong interpersonal and communication skills (verbally and written)
- Basic familiarity, or interest in learning about, community resources and how to access them
- Reliable vehicle with a current and non-restricted Driver's license in order to travel throughout the mid-shore counties, in addition to our main location in Easton, MD.
- Computer literacy, including use of the Internet, Social Media platforms, Word, Excel and other basic programs

Salary is based on experience and knowledge  
Annual Vacation, Sick and Holiday leave  
Health Insurance: Medical, Dental, Vision  
\$50 monthly Cell Phone Allowance

Email resume to [dianelane@chesapeakevoyagers.org](mailto:dianelane@chesapeakevoyagers.org)