

**CHEYENNE RIVER SIOUX TRIBE  
TRIBAL HEALTH DEPARTMENT  
WAKPA WASTE COUNSELING SERVICES  
PEER SUPPORT RECOVERY SPECIALIST**

**DESCRIPTION OF WORK**

**General Statement of Duties:** The Peer Support Recovery Specialist will provide support and guidance to individuals with a substance use disorder/mental health diagnosis using a strength-based approach and client centered care. Through Collaboration with a peer support specialist, clients will learn strategies for meeting their own needs and pursuing individual recovery goals. The peer recovery specialist will use his/her own experience to guide the client through his/her recovery.

**Supervision Received:** Works under the immediate supervision of the Director.

**Supervision Exercised:** None.

**EXAMPLES OF DUTIES (Duties may include, but are not limited to the following):**

**Provide direct client services and collaborate with other clinicians to support clients in identifying and connecting to community resources.**

**Promote self-directed recovery/wellness through client advocacy and liaison services.**

**Attend /Support appointments and meetings with clients for medical or behavioral health services.**

**Educate and empower through shared lived experiences.**

**Provide Support in crisis situations.**

**Assist in the orientation process for participants who are new to the treatment programs.**

**Facilitate and/or Co-facilitate recovery support groups, as assigned.**

**Provide education and advocacy within the community and agency that promotes awareness of substance use disorders and criminal thinking while reducing misconceptions, prejudice, and discrimination.**

**Maintain group and individual supportive interaction with participants, their families and social supports.**

**Complete and maintain documentation required by the State or other funding resources and track all deadlines.**

**Recognize and adhere to professional and personal boundaries.**

**Adhere to all agency policies and state and federal laws regarding confidentiality of medical records.**

**Ability to work within a team including other community partner agencies and client's family and peers.**

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**Work hours may include some evening and weekends.**

**Other duties as assigned.**

**Required Knowledge, Skills and Abilities:**

**Knowledge of substance use disorder and mental health services. Maintain confidentiality and comply with agency authentic peer-to-peer relationships. Excellent computer skills/proficient in computer applications, specifically MS Office. Ability to multi-task and prioritize work. Problem solving skills. Excellent communication skills, both verbal and written. Strong organizational skills. Ability to meet deadlines. Possess a valid driver's license. May need to use personal vehicle for work-related tasks and must provide proof of insurance.**

**Education and Experience:**

**High School diploma/GED. Self-attestation of ongoing recovery from a substance use disorder. Applicant must have at least 12 consecutive months of self-directed recovery in accordance with the definition by the Substance Abuse and Mental Health Services (SAMSHA) on "Recovery". "A process of change through which individuals improve their health and wellness, live a self-directed life, and strive to reach their full potential."**

**Physical Requirements:**

**Requires periods of moving within the office and other locations. Requires periods sitting at a desk and working on a computer. Must be able to lift up to 15 pounds at a time. Must be able to pass a physical examination**

**Special Requirements:**

**Must either possess or be able to obtain CPR/First Aid within one year and keep certification current. Incumbent is subject to the CRST Drug and Alcohol Policy, Tribal/local, Federal, and State background checks in accordance with P.L. 101-630, P.L. 101-647, and Resolution No. 86-2013-CR.**

**Must possess a valid driver's license, transportation, and insurance; and be insurable under the Tribe (please provide copy of driver's license).**

**Confidentiality:**

**Incumbent must adhere to all State and Federal Confidentiality/Privacy Act rules and regulations. Confidentiality is very important when working in the Health Department. It is expected that all matter pertaining to individual problems will be kept confidential. This also pertains personnel issues. Incumbent will be required to participate in Privacy Act and HIPAA training upon hire and annually thereafter including but not limited to trainings related to ISSA. Must maintain the Health Insurance Portability and Accountability Act and 42 CFR, Part 2, and appropriate ethical codes. Failure to comply will be cause for dismissal.**

**Employees of the Cheyenne River Sioux Tribal Health are expected to conduct themselves on and off the job in a manner which will bring credit to the organization. Employees are to refrain from offensive conduct or using offensive language towards the public, Tribal Officials, or other employees on social media or in public. Failure to comply will be cause for dismissal.**

**All Tribal Health positions are vital to the healthcare field and should a crisis or emergency happen you will be requested to work beyond your regular working hours per your supervisor's discretion.**

**THIS POSITION IS STRICTLY PROHIBITED FROM PARTICIPATING IN POLITICAL ACTIVITY.**

**Created: 11/4/2024**