

Alaska Mental Health Consumer Web

**1248 Gambell Street
Anchorage, AK 99501**

**907.222.2980
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Peer Mentor

POSITION PURPOSE

The Peer Mentor's job is to provide participants with peer support. The Peer Mentor also works as a part of the Web team of Peer Mentors in almost all aspects of operations related to insuring that participant needs are met. A Peer Mentor is engaged in self-directed recovery, and works for people with mental illnesses in regaining control over their own lives and over their own recovery process. As someone who experiences a mental illness themselves, the Peer Mentor models competency in recovery and maintaining ongoing wellness.

QUALITIES DESIRED IN THIS POSITION

- Understanding and desire to further the mission of the Mental Health Consumer Web.
- Dedication and patience with individuals experiencing serious mental illness, substance abuse and homelessness.
- Ability to listen carefully and respect an individual's self-determination while offering assistance.
- Promotes self-determination, personal responsibility and empowerment.
- Ability to maintain appropriate boundaries as a peer mentor.
- Strong desire to grow and learn new skills.
- Strong communication skills across various groups, including volunteers, other staff, the general public, and Web consumers.
- Ability to work in a team with all staff in making program changes and improvements.
- Maintains safety and policy using diplomatic and compassionate communication.

PRIMARY DUTIES

- Facilitates intake for prospective participants.
- Mentors peer interns and volunteers.
- Available to participants to provide peer support counseling and engages willing participants in recovery discussions and one on one mentoring.
- Works with consumers to set self-determined goals, monitor goals progress and outcomes.

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- Maintains an ongoing library of recovery resources, resource list and posts information about opportunities for involvement in local community events.
- Works with the Program Coordinator in organizing action programs such as groups and speakers.
- Work with the Peer Administrative Assistant in compiling participant demographics and monthly reports, and assist the Peer Administrative Assistant and Program Director in volunteer training.
- Keep accurate and timely documentation of consumer interactions and group facilitation.
- Works with the Peer Administrative Assistant to find local resources such as food, housing, behavioral health professionals, employment resources and medical care.
- Works with web volunteers and staff to do outreach in the community.
- Other duties as assigned.

MINIMUM POSITION QUALIFICATIONS

Education: High School Diploma or equivalent
Some college or Bachelor's degree preferred

Recent State of Alaska Background check

Driver's License preferred

Experience:

- Ability pass State Background check.
- Must complete Peer Support program training.
- Must have education or experience that exceeds Peer Intern requirements
- Must have completed WRAP or be able to complete WRAP training by the 3rd month of employment.

KNOWLEDGE, SKILLS, & ABILITIES

An understanding of consumer directed services and the consumer recovery process from mental illness and substance abuse. Strong oral and written communication skills are essential, as are critical thinking, problem solving and attentiveness to detail while maintaining confidentiality.

The above statements are intended to describe the general nature and level of work being performed by most people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and requirements. Scheduling flexibility is required to accommodate changing Web needs.

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The Consumer Web is an Equal Employment Opportunity Employer.