

Peer Support Specialist/Housing Coordinator

F5 Project is hiring a **full-time** Peer Support Specialist/Housing Coordinator in Grand Forks, ND. This position will split their responsibilities between managing Free Through Recovery, Community Connect, and 1915i programs and supporting our Transitional Living Program.

Overview of Peer Support Specialist Responsibilities

- Work with participants, utilizing your own personal lived experience with substance use disorders, mental health disorders, behavioral health, etc. to:
 - Inspire hope
 - Mentor and assist with setting goals
 - Build life-long skills by empowerment
 - Create strategies for self-empowerment
 - Provide support focused on advocacy, coaching, and mentoring
 - Educate and inform about available resources
- Be a team player and be a valuable extension of our care teams
- Facilitate and attend meetings with participants as needed
- Complete agency required trainings
- Willingness to expand professionalism and peer support knowledge through ongoing education
- Maintain Peer Support Certification and Recertification requirements
- Always maintain participant confidentiality, following HIPAA guidelines and regulations
- Stay organized with the ability to keep accurate notes and records
- Other duties as assigned

Overview of Housing Coordinator Responsibilities

- Process housing applications and interview potential transitional housing program candidates
- Maintain financial portion of program fees
- Build rapport with transitional housing program participants
- Maintain housing program by encouraging program guidelines
- Always maintain participant confidentiality, following HIPAA compliance
- Attend Narcan training/administer Narcan in the event of an emergency
- Be proactive in continuing self-education and learn best practices on providing quality care
- Occasional night & weekend duties
- Other duties as necessary

Skills and Requirements

- High School diploma or GED equivalent
- Valid driver's license
- Has previously successfully completed the formal 40-hour Peer Support Training and/or is a North Dakota Certified Peer Support Specialist

- There is the potential opportunity for an individual that has not yet attended training
- Basic computer skills knowledge
- If on probation or parole, support of supervising agent in your endeavor to become a Peer Support Specialist
- Good oral and written communication skills
- Team player with a desire to build community relationships and partnerships with other agencies
- Have a minimum of one year of personal recovery and is active in supporting your personal recovery/wellness journey

Benefits and Culture

- Flexible Time Off
- Competitive Health, Dental, and Vision Care
- Company-paid Life Insurance
- 7 Paid Holidays
- Access to Voluntary Benefits (Accident, Cancer, Short & Long-term Disability)

Pay: \$19.00 - \$21.00 per hour depending on experience

To Apply: Please send both a cover letter and resume to Matt Quinn at matt@f5project.org.

About F5 Project

Founded by a former inmate in 2016, F5 Project aims to disrupt the cycle of crime, addiction and isolation by coming alongside individuals when they need it most. Through our services, F5 Project supports those struggling with incarceration, mental health and addiction to obtain employment, housing, health care and other basic needs. Our approach empowers those to achieve their goals by fostering hope, restoring purpose, and building strong communities. Learn more at www.f5project.org.