



## **Peer Facilitator/Trainer**

**Job Classification:** Full-Time (Non-Exempt)

**Supervisor:** Program Manager

**Hours:** 30-40 hrs./per wk.

**Rate:** \$21 - \$26 per hour

**Last Revision Date:** 3/2023

### **Organization Background**

The mission of Painted Brain (PB) is to create lasting community-based solutions to mental health challenges and the impact of social injustice through arts, advocacy, and enterprise. Painted Brain is an innovative peer-run mental health art and tech-forward organization that uses a peer model focused on recovery. Painted Brain defines a peer as any person with lived mental health challenges and or trauma, including but not limited to social injustice, interpersonal violence, and/or societal exclusion. Our primary focus over the years has always been using the arts to help people learn to interact socially and effectively while experiencing the impacts of trauma, psychosis, depression, autism, anxiety, and other mental health experiences.

### **Summary:**

Under the Program Manager, the Peer Facilitator/Trainer will be responsible for guiding Peers from underserved populations within the State of California through various types of training sessions related to both the HCAI, and CalMHSA contract needs and lead interactive activities both virtually and in person to help prepare Peers to be effective in their recovery process as well as job placement. The Facilitator/Trainer may prepare Peers for future job placement by assisting in the development of job skills, such as resume building, etc. Additionally, the Facilitator will provide follow-up information and relevant resources to further learning post-training. The Peer Facilitator/Trainer will use problem-solving and adaptive skills to assess curriculum needs to adhere to diverse groups that are accessible to a variety of individuals. It is expected that the Peer Facilitator/Trainer can apply the curriculum that may be provided through a contract agreement as well as will prepare all material, perform training, and document training progress.

### **Essential Duties/Responsibilities/Functions**

- Lead community-centered training with recovery and skill improvement-based curriculum training to peers of underserved populations.
- Provide resources, and guidance to expand knowledge and strategic processes for Peers as defined by the CalMHSA certification program.
- Develop accessible curriculum, materials, and a schedule to meet training needs.
- Document and report progress by using database systems, such as reporting to the Program Manager upon completion of each training and completing notes.
- Conduct student surveys and interviews to assess goals and project progress.
- Evaluate the effectiveness of training programs and strategize improvements.
- This position requires traveling to multiple locations as necessary.
- Ability to work evenings and weekends as the program requires.
- Follow safety standards and protocols.

- Maintain HIPAA compliance and protect sensitive information.
- Regular and predictable attendance is required.
- Employees may be asked to perform other duties as assigned.

### **Other Duties/Responsibilities/Functions**

- Guide Peers through job skill development, such as resume workshops, tech training, etc.
- Consult with other trainers, managers, and leadership.
- Represent the organization professionally in community, state, and national gatherings to create a clear and positive understanding of the organization's programs.
- Participate in outreach and events for PB and Peers
- May lead and develop other training for PB.
- May Assist Program Managers/Directors with special events and activities.
- Assist in preparing a training budget.

### **Supervisory Responsibilities**

Not applicable.

### **Minimum Qualifications**

- Has received training in the 17 Medi-Cal Peer Support Specialist core competencies, or a certified Medi-Cal Peer Support Specialist, or equivalent training.
- A self-disclosed history of experience living as a Peer, as defined by Department of Health Care Services and SB 803
- At least three (3) years of peer training experience.
- Ability to work in a flexible work environment; work remotely with integrity and dedication; is willing and able to work evenings or weekends if necessary.
- Able to travel within California and have access to reliable transportation.

### **Other Knowledge, Skills, and Abilities Required**

- Knowledge of peer certification implementation in California.
- Working knowledge of database systems for documentation purposes.
- Can collaborate on multiple projects at one time.
- Great organizational skills and attention to detail.
- Excellent oral and written communication skills.
- Has exceptional conflict resolution and problem-solving skills within a classroom setting.
- Able to give constructive feedback and support to others.
- Self-reliant, and can take initiative as well as work with a team, demonstrating good interpersonal skills.
- Skilled in relationship-building and establishing collaborative working relationships with diverse internal and external individuals and community partners.
- Proficient in Word, PowerPoint, Excel, and Google Workplace applications.
- Proficient planning and curriculum development skills.
- Must be able to use a computer with a high level of skill as well as develop and use on-line training tools.
- Demonstrates the ability to work with racially, ethnically, and culturally diverse groups and populations with mental illness.
- Able to develop new trainings and contribute to the product line through development.

The requirements above are representative of the knowledge, skills, and/or abilities required for successful performance of the essential duties. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Preferred– Knowledge, Skills, and Abilities**

- Bachelor’s Degree or equivalent experience.
- Certified as a Medi-Cal Peer Support Specialist.
- Experience in job skills development and training, as well as excellent resume building skills.
- Some experience with grant research and writing is strongly preferred.
- Bilingual in Spanish.

**Environmental Conditions (Working Conditions)**

The environment for this position is mainly remote, but may involve travel to community spaces outside the office. Transportation is not to be provided by Painted Brain.

**Physical Requirements**

The physical demands here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee is occasionally required to stand, walk, twist, bend, squat, kneel and lift and carry items weighing 10 pounds or less as well as to frequently sit, use a keyboard, and to do simple grasping. The position requires the ability to regularly hear and talk, and requires manual deviation, repetition, and dexterity and to occasionally drive. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The inability to cope with a stressful work environment does not constitute a protected disability.

**Mental Requirements**

The incumbent in this position must be able to accommodate all of the following: constant distractions, interruptions, uncontrollable changes in priorities/work schedules, be able to process information, and handle stress. There may be exposure to inappropriate behavior and/or language of others.

Painted Brain is an Equal Opportunity/Affirmative Action Employer

*All opportunities at Painted Brain are contingent upon the successful completion of a criminal background check and verification of any applicable degree or license. If the position requires driving, a valid driver’s license, a motor vehicle clearance, and proof of auto insurance are required at the time of employment and must be maintained throughout employment.*