



Please submit your resume and a cover letter (optional) to [hr@paintedbrain.org](mailto:hr@paintedbrain.org) with the subject line: Senior Peer Facilitator/Trainer Inquiry.

### **Senior Peer Facilitator/Trainer**

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

**Supervisor:** Program Manager

**Hours:** Up to 30 hrs./per wk.

**Rate:** \$25-\$27 per hour

**Last Revision Date:** 7/2024

#### **Benefits:**

This position is eligible for the following benefits; Health, Vision, and Dental insurance, Health Savings Plan, 401(k) Plan, Paid Sick Time, Paid Vacation Time, 13 Paid Holidays, and 3 days of Paid Bereavement Leave.

#### **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 direction of the Program Manager, the Senior Peer Facilitator/Trainer will implement the Peer HEART Program to support Californians experiencing life stressors by providing oversight of outreach and non-clinical emotional support through various modalities such as 1:1 peer support sessions, group sessions, sessions hosted in person, telephone and/or online. While Supervisors are in charge of general coordination, they will work with Support Specialists who have lived experience and/or learned expertise in the mental health field and mental illness. Group counseling sessions are regularly held group meetings focused on specific topics or populations, led by at least one support specialist or supervisor, where participants can freely discuss their concerns with the group.

Additionally, the Senior Peer Facilitator/Trainer will provide Job Development services for up to 6 hours per week. The job developer will work directly with individuals enrolled in the Peer HEART Program and place them into sustainable jobs/volunteer opportunities. These responsibilities include finding external and potential internal employment within a variety of fields (e.g. skilled labor, peer support specialist, volunteer) at different capacities of employment. This role requires

working knowledge of the current job market, the ability to connect with recruitment departments of other organizations and preparing individuals to receive fulfilling and secure employment opportunities.

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

- Supervise and support Support Specialists with preparing, implementing, and facilitating non-clinical emotional support groups, events, and activities.
- Oversee the development and implementation of one-on-one and group sessions for emotional and social support and sharing of available community resources using digital platforms, telephone, and/or in-person support.
- Implement and manage written documentation of outreach engagements and individual and group sessions through EHR documentation systems for all Peers.
- Coordinate and facilitate one-on-one counseling, support groups, activities, and programming with other Peer Support Specialists and Supervisor(s).
- Conduct community outreach to educate the general community about PB Peer Support Programs as well as recruit Medi-Cal insurance eligible and non eligible participants.
- Outreach to various organizations within and outside the mental health system and establish relationships with HR recruitment teams to identify a wide range of job types.
- Use working knowledge of the labor market to assist PB program participants, and/or Peers in finding equal employment opportunities.
- Support participants and/or peers with the hiring process through resume building, interview prepping, sharing job leads, or developing other employment skills.
- Provide written documentation of outreach engagements and individual and group sessions via digital platforms to complete data forms and data collection.
- Oversee Peer Trainers' and Peer Support Specialists' tasks and performance.
- Complete funding reporting requirements as determined by the contract agreement (i.e., monthly, quarterly, an end-of-project summary)
- Manage and conduct community outreach and presentations to educate the general community about PB programming and linkage to resources.
  - Create flyers and other diverse marketing tactics on various platforms to promote community programming and events.
- This position will require some travel.
- Ability to work evenings and weekends as the program requires.
- Regular and predictable attendance is required.
- Follow safety standards and protocols.
- Knowledge of relevant HIPAA laws and the importance of HIPAA compliance in order to maintain participant confidentiality and protect sensitive information.

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

- Facilitate one-on-one and group sessions for emotional and social support and sharing of available community resources in-person and/or using digital platforms.
- Represent the organization professionally in community, state, and national gatherings to create a clear and positive understanding of the organization's initiatives and programs.

- Provide presentations to community groups on PB community programming and linkage to resources.
- Be active in the community in search of employment opportunities, such as attending job fairs or other events.
- May Assist Program Managers/Directors with special events and activities.
- May be asked to perform other duties as assigned.

### **Supervisory Responsibilities**

This position will require direct supervision of Peer support specialist(s), and Peer Trainers.

### **Minimum Qualifications**

- Associates Degree in Behavioral Health, Human Services or a related field, or equivalent work experience.
- Peer Training & Certification
  - Certified Medi-Cal Peer Support Specialist (CMPSS).
  - OR 80-hour Medi-Cal Peer Support Specialist Certificate training (Certificate of Completion required) with plans to gain certification within 4 months of hire
  - OR Training/Certification in-progress with plans to complete training and gain certification within 4 months of hire.
- Have Personal Lived Experience
  - Be self-identified as having experience with the process of recovery from a mental illness or substance use disorder, either as a consumer of these services or as the parent/caregiver, or family member of a peer.
- Has completed or is willing to complete the required one (1) hour of training to supervise Peers.
  - Additional training in Peer Supervision preferred.
- At least two years of experience providing in-person services as a Peer Support Specialist.
- At least one year of experience supervising Peer Support Specialists, peers, and/or other non-clinical emotional support providers.
- At least one year of experience with program management and implementation.
- Working knowledge of the Job Market, succession trends, and the hiring processes.
- Reliable personal transportation readily available throughout the workday.
- A valid class "A" California Driver's license
- An auto insurance policy that meets or exceeds the minimum legal standards in California.

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

- Strong knowledge on how to use EHR documentation systems.
- Have knowledge of the LA human services landscape.
- Must be able to use computers with a high skill level and develop and use online training tools.
- Experience with learning management systems preferred.
- Proficient in Microsoft Office and Google Workplace applications

- Ability to use smart devices and navigate digital platforms and data forms for data collection.
- Demonstrate cultural competency and a deep understanding of social determinants of health.
- Demonstrate ability to work with racially, ethnically, and culturally diverse groups and populations with re-entry, mental health, and substance use challenges.
- Group leadership skills.
- Conflict resolution and de-escalation skills.
- Time management skills.
- Excellent oral and written communication skills.
- Process-oriented.

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

### **Environmental Conditions (Working Conditions)**

The working conditions for this position is hybrid. Hybrid means working either remotely or in an office environment which 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, dexterity and to drive up to 180 minutes a day as needed. 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, processing information, and handling stress. There may be exposure to inappropriate behavior and/or language of those being served at times.

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.*