

# Peer Recovery Specialist

## Position Details

Class Code: 4235

Job Family: Paraprofessionals/Aides/Assistants

Classification: Support Professional

Terms of Employment: [Pay Grade 48 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

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## Position Summary

Under general supervision, supports students directly/indirectly using 12-Step interventions and academic strategies.

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## Essential Duties and Responsibilities

The list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Collaborates with school staff in promoting understanding of adolescent addiction and recovery.
2. Assists students in building social skills within their peer group and the community.
3. Acts as an on-site peer support specialist; models appropriate recovery lifestyle and assists in crisis management situations.
4. Suggests resolutions for attendance, behavior, academic, and relapse issues to school administrators.
5. Works individually with students in setting goals and developing life skills.
6. Teaches/serves as a role model to students in understanding their individual recovery experience.
7. Facilitates a student processing group, based on the 12-Step fellowship model, through discussions, student-generated topic ideas, and observational behavioral data.

8. Assists licensed personnel in maintaining discipline and replacing unacceptable behaviors with appropriate ones.
  9. Provides students with a variety of recovery community speakers.
  10. Arranges for student volunteer activities to serve the homeless/recovery communities and other at-risk populations.
  11. Compiles reports on classroom behavior; works with school personnel to develop positive behavioral intervention plans.
  12. Assists students in developing empowerment skills and combating stigmas through self-advocacy.
  13. Works directly with school social workers to assist students in:
    - a. Identifying their strengths, needs, abilities, and recovery goals.
    - b. Charting their progress towards goals and making adjustments, where necessary.
  13. Conforms to safety standards, as prescribed.
  14. Performs other tasks related to the position, as assigned.
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## **Distinguishing Characteristics**

Assists social workers in administering activities in instructional and non-instructional environments for identified students recovering from drug or alcohol addiction. Participates in the assessment, intervention, and documentation process.

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## **Knowledge, Skills, and Abilities (Position Expectations)**

1. Knowledge of the 12-Step recovery model.
2. Knowledge of observation, recording, and data collection methods applicable to addiction recovery monitoring.
3. Knowledge of basic Cardiopulmonary Resuscitation/Automated External Defibrillator (CPR/AED) and Universal Precautions.
4. Knowledge of the juvenile justice system and restorative justice practices.
5. Knowledge of community resources, including 12-Step recovery programming.
6. Ability to assist students with symptom management/recovery by modeling wellness, personal responsibility, self-advocacy, and processing.
7. Ability to work flexible hours/shifts.
8. Ability to guide and encourage students by actively participating in their recovery.
9. Ability to teach students self-advocacy skills.
10. Ability to work with students in non-traditional educational settings.

11. Ability to understand others' concerns.
  12. Ability to tolerate high levels of stress.
  13. Ability to support students in the 12-Step recovery processes.
  14. Ability to work cooperatively with employees, community partners, and the public.
  15. Ability to work and communicate effectively with recovering students.
  16. Ability to teach, assist, and support students in daily living, vocational skills, and building support networks.
  17. Ability to work without direct supervision.
  18. Ability to maintain confidential information.
  19. Ability to develop rapport, open communication, and empathy for students, and parents/guardians.
  20. Ability to prepare and maintain pertinent recovery data/reports.
  21. Possess physical and mental stamina commensurate with the responsibilities of the position.
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## **Position Requirements**

### **Education, Training, and Experience**

High school graduation or other equivalent (i.e., General Educational Development (GED), foreign equivalency, etc.)

### **Licenses and Certifications**

1. A valid driver's license or state-issued identification card.
2. Peer Recovery Support Specialist certification from the Nevada Certification Board. Certification must be maintained for duration of assignment.

### **Preferred Qualifications**

Completed a minimum of 75 hours' volunteer work within the past year, providing peer recovery services to adolescents.

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## **Document(s) Required at Time of Application**

1. High school transcript or other equivalent (i.e., GED, foreign equivalency, etc.)
  2. Copy of a valid driver's license or state-issued identification card.
  3. Peer Recovery Support Specialist certificate from the Nevada Certification Board. Certificate must be maintained for duration of assignment.
  4. Specific documented evidence of training and experience to satisfy qualifications.
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## Examples of Assigned Work Areas

Clark County School District – offices, schools (classrooms, corridors, libraries, cafeterias, playgrounds/ball fields, gymnasiums), home visits, agencies, etc.

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## Work Environment

### Strength

Light – exert force up to 10 lbs., occasionally.

### Physical Demand

Frequent sitting, standing, walking, pushing, pulling, carrying, crawling, stooping, kneeling, crouching, reaching, handling, repetitive fine motor activities, climbing, and balancing. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Hearing and speech to communicate in person, via video conference and computers, or over the telephone. Vision: Frequent near/far acuity and color vision. Vision to read printed and online materials, a Video Display Terminal (VDT) screen, or other monitoring devices.

### Environmental Conditions

Varies from climate-controlled office settings to work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods.

### Hazards

Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment.)

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## Examples of Equipment/Supplies Used to Perform Tasks

Copiers, computers, fax machines, telephones (office, handheld, pagers), etc.

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## **AA/EOE Statement**

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

## **Job Revision Information**

- Revised: 08/17/23
- Created: 04/15/20