



**The Alcohol and Substance Abuse
Prevention Council, Inc.**
125 High Rock Ave
Saratoga Springs, NY 12866
Phone 518-581-1230
www.preventioncouncil.org

Position Title: In House CRPA
Reports To: Director of Healing Springs Recovery Center

Date: 2024
FLSA Status: Non-Exempt
Pay Range \$21-\$24

Job Description

Position Summary:

This is a Full Time position located in Healing Springs Recovery Center. The CRPA shall work with the Director of the Recovery Center, the Center Staff Supervisor, other staff and volunteers in building in sustaining an active recovery community. Peers use their shared personal lived experience to promote clients' recovery, offering support, advocacy, and skill development opportunities. Documentation of services provided is a component of this work. Peers must be certified.

Duties and responsibilities

- Create a welcoming environment for all visitors and incoming calls to the Recovery Center
- Assist individuals with Substance Use Disorder in Healing Springs Recovery Center in person and via the telephone
- Effectively engage with individuals who want to enter into recovery
- Participate in community outreach events and training sessions to increase public understanding of addiction and recovery
- Support program participants in pre-crisis or crisis situations
- Teach participants recovery skills, based on shared life experiences
- Help participants transition from inpatient to community settings, as needed
- Provide Narcan training for individuals and/or groups
- Provide recovery groups to individuals at the Center
- Share information with participants about benefits, entitlements, and other supports
- Provide outreach to help participants connect with desired and appropriate services
- Link participants with needed community resources and treatment services
- Maintain a collaborative relationship with all outside groups and agencies
- Ensure that all reports and paperwork are completed satisfactorily and in a timely manner
- Create a wellness/recovery plan with all participants
- Attend supervision with supervisor once a week

Qualifications

- Successful recovery from addictions for at least three years preferred
- Certification as a Recovery Peer Advocate (substance use)
- Ability to model behavior consistent with the mission of The Prevention Council and the Recovery Center.
- Excellent oral and written communication skills.
- Excellent organizational skills; ability to handle multiple projects simultaneously.
- Willingness to work a flexible schedule (including some evenings and weekends)

March 27, 2024