

# ROBERTA'S HOUSE

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*A Family Grief Support Center*

## Peer Recovery Specialist

**Department:** Clinical Services / Recovery Support Services

**Employment Status:** Regular employee (full-time)

**Reports To:** Clinical Director

**Location:** Baltimore, Maryland

## Position Summary

Roberta's House seeks a compassionate Peer Recovery Specialist to provide recovery-oriented support for individuals experiencing substance use disorders, grief/trauma, and related life challenges. The recovery specialist will build trusting relationships, promote hope, facilitate recovery, and connect individuals and families with supportive services. The specialist works collaboratively with clinical staff, case managers, and program facilitators.

## Essential Duties and Responsibilities

### Peer Recovery Support

- Provide individual and group peer recovery support using lived experience to promote hope, resilience, and sustained recovery.
- Help participants establish recovery goals, identify barriers, and develop practical strategies for achieving their goals.
- Provide encouragement, recovery coaching, relapse-prevention support, and appropriate referrals for progressive and/or supportive services.
- Help participants access substance use treatment, mental health services, housing, employment, and other supports.
- Facilitate peer recovery support groups and educational activities.

### Grief-Informed and Trauma-Informed Support

- Support people affected by the death of loved ones, overdose-related loss, family separation, and other significant losses; recognizing connections among grief, trauma, substance use, and recovery.
- Complete required grief-support training provided or approved by Roberta's House and apply grief-informed and trauma-informed principles.
- Recognize signs that a participant may need clinical grief assessment or treatment and refer to qualified clinicians.
- Maintain professional boundaries; do not provide psychotherapy or clinical grief counseling unless separately licensed and authorized.

### Care Coordination and Community Engagement

- Collaborate with clinical staff, intensive case managers, and community partners to coordinate participant services.
- Support outreach, participant engagement, follow-up, and retention.
- Connect participants with mutual support groups, recovery programs, and community-based resources.
- Participate in community education and overdose-prevention initiatives, including naloxone education when appropriately trained.

### Documentation and Program Compliance

- Maintain accurate, timely records of participant contacts, attendance, referrals, and services provided.
- Protect confidentiality and follow applicable privacy requirements and organizational policies.
- Participate in supervision, staff meetings, case conferences, and required professional development.
- Collect and report program outcomes and performance measures as required by Roberta's House and funding partners.

## Minimum Qualifications

- High school diploma or GED required; associate or bachelor's degree in behavioral health, social work, human services, or a related field preferred.
- Personal lived experience of recovery from substance use or co-occurring challenges, with the ability to use that experience appropriately to support others.
- Maryland Certified Peer Recovery Specialist (CPRS) certification preferred but not required at the time of hire. Candidates with relevant lived recovery experience who meet other qualifications will be considered.
- Experience in peer recovery support, group facilitation, community outreach, or related services preferred.
- Understanding substance use disorders, recovery principles, and the impact of trauma.
- Strong communication, interpersonal, documentation, and group facilitation skills.
- Ability to work effectively with diverse populations, including people affected by overdose, homicide, traumatic loss, and other adverse experiences.

## Required Training and Professional Development

All Peer Recovery Specialists must complete Roberta's House-approved training in grief and bereavement during onboarding or within a timeframe established by the organization. Training will address the impact of grief on substance use and recovery, overdose-related loss, traumatic grief, and culturally responsive approaches to bereaved individuals and families. Ongoing grief-related professional development and supervision are required.

- Complete required training in suicide prevention, crisis response, overdose prevention, and naloxone administration.
- Maintain appropriate professional boundaries and work under clinical supervision.
- Maintain CPRS certification if already certified; willingness to pursue certification is encouraged, but certification is not a condition of hire unless a specific funded assignment requires it.

## Additional Expectations

Demonstrate commitment to the mission, values, and family-centered approach of Roberta's House, and follow all applicable organizational policies and program requirements.

## Equal Employment Opportunity and Nondiscrimination

- Roberta's House is an **Equal Opportunity Employer** and is committed to providing equal employment opportunities to all qualified applicants and employees.
- Roberta's House prohibits discrimination in recruitment, hiring, compensation, promotion, transfer, training, discipline, termination, and all other terms and conditions of employment on the basis of race, color, religion, creed, ancestry, national origin, sex, pregnancy, childbirth or related medical conditions, sexual orientation, gender identity, age, marital status, disability, genetic information, military status, veteran status, or any other characteristic or status protected by applicable federal, Maryland state, or local law.
- Roberta's House also prohibits unlawful harassment and retaliation against any applicant or employee for raising good-faith concern regarding discrimination or harassment, requesting an accommodation, opposing a practice prohibited by applicable law, filing a complaint or charge, or participating in an investigation or proceeding.

## Reasonable Accommodation

- Roberta's House is committed to providing reasonable accommodations to qualified applicants and employees with disabilities and to individuals who require accommodations related to pregnancy, childbirth, medical conditions, or sincerely held religious beliefs or practices, as required by applicable law.
- Qualified individuals must be able to perform the essential functions of the position, with or without reasonable accommodation.

## Job Description Disclaimer

- This job description is intended to describe the general nature and level of work performed by individuals assigned to this position. It is not intended to be an exhaustive list of all duties, responsibilities, skills, qualifications, or working conditions associated with the position.

- Employees may be required to perform other duties and responsibilities as assigned by their supervisor or organizational leadership, consistent with the operational needs of Roberta’s House and the general scope of the position.
- This job description does not constitute an employment contract or guarantee of employment for any specified period. Roberta’s House reserves the right to modify duties, responsibilities, assignments, and organizational requirements as necessary and consistent with applicable law.

### How to Apply

- Submit your résumé and a brief cover letter describing your relevant experience and interest in the position.
- **Application email:** gwbranch@robertashouse.org
- **Email subject:** Peer Recovery Specialist – Application
- Roberta’s House is an equal opportunity employer. We welcome qualified candidates from diverse backgrounds and value the unique perspectives and lived experiences they bring to our organization.