



Intervention and Peer Support Specialist (IPSS) Oxford Hills Recovery Center

We are seeking a compassionate individual to fill the role of an Intervention and Peer Support Specialist (IPSS). An IPSS is a person who has been successful in their recovery process and who can support others experiencing similar situations. Through shared understanding, respect, mutual empowerment, and learned techniques IPSSs help people become and stay engaged in the recovery process, reducing the likelihood of relapse. IPSSs are not clinical providers.

To ensure success as an IPSS, you must exhibit empathy and possess exceptional interpersonal communication skills. In addition, a top-notch IPSS should easily identify participants' warning signs and provide effective interventions and emotional support.

In this role, you will be required to conduct regular one-on-one support meetings, develop recovery strategies, coordinate participant events, and respond to emergencies. You will receive training to meet these needs.

The IPSS will primarily be located at the Oxford Hills Recovery Center (OHRC) in Norway but will also be required to provide support in other settings, such as the hospital emergency department, addiction medicine facilities, primary care, jails, treatment facilities, churches, and schools.

Intervention and Peer Support Specialist (IPSS) Responsibilities:

- Greeting, conversing, and connecting with every visitor of the recovery center.
- Responding to recovery needs in the emergency department, healthcare settings, and jails.
- Meeting with participants regularly to offer one-on-one support and recovery coaching. This includes providing and managing referrals to recovery support services. In addition, you will help to develop recovery plans, coping methods, and rehabilitation strategies.
- Arranging and conducting support groups, recovery activities/events, and harm reduction groups.
- Liaising with family members and medical professionals regularly, as permitted by the participant.
- Conducting non-clinical assessments and screenings and providing feedback to the participant.
- Performing HIV/HEP C assessments and rapid testing, with appropriate training.
- Providing training and distributing Naloxone.
- Delivering educational presentations in multiple settings.
- Completing documentation in a timely manner.
- Attending all required trainings (recovery coaching, certified intentional peer support, motivational interviewing, ACEs and resilience, etc.)
- Attending regional and statewide conferences.



- Coordinating volunteer recovery coaches and assigning recoverees.
- Assisting with the engagement and coordination of volunteers while reporting any unusual behavior, conflicts, or concerns to your supervisor.
- Coordinating and providing administrative support for recovery center and WMARI meetings.
- Helping to keep the recovery center organized and presentable.
- Attending regular supervision.
- Perform other duties, as needed.

IPSS Requirements:

- High school diploma or GED.
- Valid driver's license and own transport.
- CIPSS or NCPS certification and Recovery Coaching certification within 6 months of hire.
- Lived experience with substance use disorder and identify as being in recovery.
- Excellent interpersonal, verbal, and written communication skills. Demonstrated compassion.
- Experience using various technology. Must be proficient with MS Word, social media, internet searches, and data entry.
- Creative, open minded, and flexible, with attention to detail.
- Ability to be available on some weekends, as needed and with advance notice.

IPSS Preferred Experience

- One year providing peer support.
- Two years of continuous personal recovery.
- Good knowledge of recovery resources such as the 12-step programs, treatment programs, community support groups, and harm reduction.