



Please send resume and availability for interviews to Christian Frazier at [christian@foraugusta.org](mailto:christian@foraugusta.org).

Please include your name/job description in the email subject line.

Apply by July 31.

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|--|---|-------------------------|---------------------------|
| <b>Job Title:</b>  | ARSC Outreach/Operations Recovery Coach – Full Time |                         |                           |
| <b>Location:</b>   | Augusta, GA   | <b>Travel Required:</b> | Limited                   |
| <b>Salary Range:</b>   | \$33,000 - \$41,000/year                            | <b>Position Type:</b>   | Full time – 40 hours/week |
| <p><b>Job Purpose:</b> This person will be responsible for providing recovery support services, as outlined in the service definition, to people that self-identify as being in or seeking recovery from substance use disorders. This person will uphold the culture, principles, and values of recovery in all aspects of services provided to individuals, family members, friends, and allies and will provide connections to local recovery communities within the ARSC, as well as treatment and recovery support services outside of the ARSC in the community. This position is differentiated from the “ARSC Recovery Coach” in that this position provides substantial outreach and/or operations support to the Program Manager.</p> <p><b>Duties:</b></p> <ul style="list-style-type: none"> <li>• <b>PROVIDE PEER SUPPORT.</b> Provide peer support to persons who have experienced challenges with substance use or misuse in ARSC. Provide information and facilitate development of relationships with individuals, support/mutual aid groups, and service providers when appropriate. Follow up when the peers agree. Manage boundaries in relationships and make adjustments in accordance with guidance provided by team leadership.</li> <li>• <b>SUPPORT FAMILIES, FRIENDS AND ALLIES.</b> Provide support to families and allies of people that self-identify as being in recovery or who have challenges with substance use. Provide information and education about the recovery process to these individuals when appropriate. Manage boundaries in the relationships and make adjustments in accordance with guidance provided by team leadership.</li> <li>• <b>IMPLEMENT PROGRAMS:</b> Assist Program Manager in the implementation of new services, meetings, workshops, community trainings, etc. based on feedback from Advisory Board and community.</li> <li>• <b>DEVELOP RELATIONSHIPS WITH COMMUNITY RESOURCES.</b> Develop and sustain relationships with community resources, supports and services for the persons experiencing overdose or other challenges with substance use or misuse and families, friends and allies of those persons.</li> <li>• <b>DEVELOP AND SUSTAIN COLLABORATIVE RELATIONSHIPS WITH COMMUNITY PARTNERS.</b> Maintain strong collaborative relationships with all community-based recovery supports and service providers. Honor professional boundaries with these individuals. Provide education about the recovery process to all community-based recovery supports and service providers.</li> <li>• <b>MAINTAIN RESOURCE DATABASE:</b> Assist Program Manager in maintaining accurate and updated database of local resource providers.</li> <li>• <b>RECORD ENCOUNTERS AND ACTIVITIES.</b> Keep and maintain accurate and comprehensive records in accordance with guidance provided by team leadership.</li> <li>• <b>TRAVEL.</b> Some travel required, primarily with area serviced by ARSC.</li> <li>• <b>PRESENCE AND ATTENDANCE:</b> Reports to work as scheduled. Follows agency procedure for reporting absence.</li> <li>• Other duties as required.</li> </ul> |   |                         |                           |

**Qualifications:**

- Active Certified Addiction Recovery Empowerment Specialist (CARES) certification.\*
- CPS-AD certification indicating passing grade on CARES Exam preferred.\*
- Demonstrated skill in actively listening, asking supportive open-ended questions, awareness of self.
- Experience providing peer support and ability to build effective peer support relationships.
- Ability to work as a collaborative team member, supporting others providing peer services and team leadership.
- Experience with the addiction recovery process and principles of a recovery-oriented system of care.
- Understanding of and support for medication-assisted recovery and practices.
- Familiarity with community-based recovery support services.
- Ability to develop and sustain relationship with individuals and organizations providing support and services in the community
- Ability to treat all individuals with dignity and respect.
- Understanding of and ability to maintain appropriate boundaries.
- Cultural competency skills and experience with culturally diverse populations.
- Strong customer service ethic.
- Ability to use Microsoft Office Suite.

\*applicants without CARES and CPS-AD credentials will be considered, but must attain credentials within first year of hire