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999 W. Amador Ave., Las Cruces, NM 88005 ♦ (575) 527-5482 Voice ♦ 575-652-4243 Fax

## RECOVERY SPECIALIST JOB DESCRIPTION

### Introduction:

The **Recovery Specialist (RS)** is an important team member of the Amador Recovery Project (ARP), which provides and/or coordinates medication, counseling and support services and resources for persons with substance use disorders (SUD) and also with co-occurring mental health disorders. The focus of the team is on tobacco, alcohol, and opioids; the target population is persons with SUD experiencing homelessness or housing instability. Other eligible persons may enroll in recovery services also. The RS offers enabling services, such as health education, case management and telephone support, to increase access to health care and improve health outcomes. The ARP is committed to a person-centered approach with evidence-based best practices to collaborate with individuals and families for recovery from substance use disorders. The Recovery Specialist may function as a recovery navigator, advocate, and/or coach regarding SUD services.

### Major Responsibilities:

With proper training and supervision, the Recovery Specialist may engage in the following job assignments:

1. Harm Reduction – syringe exchange, Narcan (naloxone) education/distribution, HCV/HIV counseling and testing.
2. SBIRT – screening, motivational interviewing, brief interventions for tobacco, alcohol, and drug use/misuse.
3. Adjunctive therapies – acudetox (ear acupuncture), mindful living, Exercise Is Medicine.
4. Psychosocial support – SMART Recovery meetings, Seeking Safety sessions, Relapse Prevention classes.
5. Non-medical case management—personal needs assessment regarding social determinants of health, individualized service plan, interventions, monitoring, plan modification. Includes Patient Navigation function.
6. Medical case management – education, advocacy and assistance for medication adherence (counseling, delivery, observation of medication administration), healthy lifestyle habits, self-care; relapse prevention plans. Includes Care Coordination and Recovery Coach functions.
7. Other tasks as assigned or as needed for quality customer service.

### Note:

Within 90 days of employment the Recovery Specialist (RS) must successfully complete the 20-hour Comprehensive Community Support Services (CCSS) course from a state designated training unit with an approved curriculum to become a Medicaid provider as a non-independent Behavior Health Worker (Community Support Worker). The RS/CSW must have/maintain a valid NM driver's license, a clean driving record, current automobile registration and liability insurance, and be able to use a personal vehicle for employment purposes, including performing fieldwork to visit clients outside the office/clinic.

### Knowledge, Skills, Abilities:

Minimum: Experience working with persons having limited English proficiency and/or low health literacy

Preferred: Bilingual Spanish and English communication skills

Minimum: Ability to analyze difficult situations regarding personal lifestyle issues of clients/populations and relate to diverse clients/populations in mature and confident manner, acting effectively regarding cultural awareness, sensitivity, competency, and humility

Preferred: Ability to provide services to persons who misuse alcohol/ drugs and who are experiencing homeless or housing instability

Knowledge of community human/social services and benefits or resources available to patient

Knowledge of counseling and case management techniques and tools

Ability to document client/case information or data in an electronic health record in a timely and accurate manner, especially with Progress / Chart Notes and other templates

Ability to maintain client confidentiality according to HIPAA and 42 CFR Part 2 regulations and AHC policies and procedures

Skill in making presentations to consumers, providers, and the general public and in facilitating mutual aid or self-help support groups



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**Education, Experience, Credentials, Licenses:**

Minimum: Must be at least 18 years old. Hold a bachelor's degree in a human/social service field from an accredited university and have one year relevant experience with the target population; **OR**, Hold an associate's degree and have a minimum of two (2) years of experience working with the target population; **OR** Be a high school graduate or have a General Educational Development (GED) test and a minimum of three (3) years of experience working with the target population; **OR** Be certified as a Peer or Family Support Worker from the NM Credentialing Board for Behavioral Health Professionals with self identify as consumer of mental health and/or substance abuse services and in recovery for at least two years.

Preferred: Bachelor's degree and one (1) year of work experience in field of human/social services, social work, counseling, case management or related field.

**Working Conditions:**

In office setting with many out of office occasions to work in the field in several different environments, including outreach to high-risk individuals and making home visits to clients. Can be exposed to various conditions that may impact health status and may work with persons having physical, mental health, and/or substance use problems. Ability to lift up to 20 lbs.

**\*\*All job offers are contingent upon candidates' background check and pre-employment drug screen\*\***  
**Amador Health Center is an Equal Opportunity Employer.**

**Visit our website at [www.amadorhealth.org](http://www.amadorhealth.org) for additional information.**

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