

JOB ANNOUNCEMENT

Position: Peer Advocate

Reports to: Program Director

Salary Range: Staring salary based on experience, qualification, and budget.
(100% time – 40 hours per week)

Position Purpose:

The position participates as a member of a multi-disciplinary team providing health and social services to clients of the Enhanced Services Program on Skid Row. The Peer Advocate will be participating in a multi-disciplinary team, contributing to client engagement, retention, and support. The position delivers skills-building information and assists the behavioral health team with implementing positive and supportive interventions with clients.

Principal Responsibilities:

1. Establish a rapport with clients and express a concern for their well-being.
2. Provide support to clients and motivate individuals to adhere to behavior modification program.
3. Assist with maintaining complete updated, confidential file on the status of the client and documentation of their progress in changing personal behaviors.
4. Contact clients on a daily basis to assess support needs
5. Accompany client to health and/or social services referral, encourage compliance, and document progress on appropriate forms.
6. Deliver education and skills-building information based on program activities and curriculums
7. Share personal life experiences with incarceration, substance abuse, mental health, and other risk behaviors.
8. Assist in collecting program data and processing program forms on an ongoing basis.
9. Assist in preparing monthly reports to funding agency
10. Performs other duties as assigned.

Requirements:

1. Previous experience working with homeless persons.
2. Strong ability to communicate with homeless individuals who are actively participating in substance abuse and other factors related to homelessness.
3. Ability to travel and arrive to sites on time within the community.
4. Desire to work with homeless persons.
5. Bilingual (English/Spanish) preferred.
6. High School diploma or GED.

To apply, please fax or email resume or list of qualifications including the job code number to:

JWCH Institute, Inc.
5650 Jillson St.
Commerce, CA 90040
Attn: Human Resources Department
Job Code: 536
Fax Number (323) 215-0170
E-Mail cespinoza@jwchinstitute.org



Non-Exempt
February 2018

Closing date: Open until filled.
JWCH Institute, Inc, is an Equal Opportunity Employer (EOE).