

**Tribal Council Approved: 06/24/2022**

**JOB DESCRIPTION**

**TITLE:** Recovery Coach

**STATUS:** Grant Funded, Part-time

**POSITION IN THE TRIBAL ORGANIZATION:**

The Recovery Coach is under the immediate supervision of the Director of Mental Health and Substance Abuse or other qualified supervising clinician. The Recovery Coach is funded through the SAMSHA Tribal Opioid Response Grant 2022.

**ROLE:**

The Recovery Coach works closely with the professional staff at PPHC to support substance abuse prevention, treatment and recovery in the Pleasant Point community.

**DUTIES**

1. Effectively communicates emergency situations in a timely manner to a clinician on the Behavioral health team.
2. Transports clients as directed and follows agency standards, rules, regulations and laws for safe transport.
3. Attends scheduled supervision and behavioral health meetings.
4. Assists the behavioral health team to create community programing/supports including Wellbriety groups.
5. Keeps track of weekly activities/transport and provides documentation.
6. Accompanies clients/ensures clients are accompanied when they are transported to seek emergency medical treatment relative to their physical or mental health.
7. Performs outreach work with clients; engages hard-to-reach individuals into recovery-related activities.
8. Listens to the client and expresses genuine care. Is trusted with confidences and identifies areas for potential growth.
9. Provides feedback to clients on the recovery progress. Identifies areas to the client which have presented or may present roadblocks to continued abstinence.
10. Assists clients with identifying and resolving personal and environmental obstacles to recovery.
11. Is knowledgeable of links for clients to sources of sober housing, recovery-conducive employment, health and social services and recovery support. Matches clients to support groups or 12 step-meetings.
12. Provides clients with normative information about the stages of recovery. Assists in facilitating the process necessary to remain free from addiction, informs clients of the professional helpers within the community and about the prevalence, pathways and life-style of long-term recovery.
13. Processes clients' responses to professional services to reinforce treatment services and encourages successful outcomes.

14. Provides coaching and support to clients as challenges arise from everyday activities. This is done through one-on-one sessions, group meetings, and telephone contact.
15. Provides sober companionship; acts as a social bridge from the culture of addiction to the culture of recovery.
16. Creates friendly relationship with other tribal entities working to support recovery.
17. Maintains confidentiality of client files and individual client recovery plans.
18. Proactively protects clients from injuring other clients or themselves.
19. Has an open mind to the many paths to recovery.
20. Regular work schedule does not exceed 32 hours per week may include weekends and on-call time.

**QUALIFICATIONS:**

1. High school diploma or equivalent.
2. Flexible schedule including various evening and weekend hours.
3. Valid driver's license and a driving record that does not preclude the employee from being covered by PPHC liability insurance.
4. No history of alcohol/substance abuse for a period of at least 3 years.
5. Ability to effectively work with PPHC employees, outside contacts and tribal community.