

## **Position Title:** Peer Support Specialist PTOC

**C4 Innovations** (C4) is a woman-owned, mission-driven small business that advances recovery, wellness, and housing stability for people who are marginalized. We are committed to reducing disparities and achieving equitable outcomes. We partner with service organizations, communities, and systems to develop and implement research-based solutions that are person-centered, recovery-oriented, and trauma informed.

C4 is committed to creating and maintaining a diverse workforce. We actively encourage applicants from the Black, Indigenous, People of Color (BIPOC) community, as well as other historically marginalized groups; this includes but is not limited to lesbian, gay, bisexual, queer, people who identify as transgender or non-binary, people living with disabilities or serious mental health conditions, and lived experiences of homelessness or recovery from substance use disorder. C4 is an affirmative action-equal opportunity employer.

C4 is seeking a part-time, on-call Peer Support Professional to provide training and technical assistance that is tailored to assist states, counties, and other health systems officials; peer-run and recovery community organizations including SAMHSA grantees, peer specialists, recovery coaches and peer providers; and others to promote the adoption of recovery supports. The Peer Support Professional is a subject matter expert in recovery from mental health and substance use disorders with proven knowledge of service systems for treatment and recovery supports.

### **Responsibilities:**

- Act as subject matter expert in peer support services and practices in order to develop and deliver technical assistance, training, and recommendations on best practices both in person, at workshops and conferences, and via telephone, email, webcast, and online meetings.
- Provide independently prepared documents for both internal and external meetings.

### **Requirements:**

- Bachelor's degree or equivalent background with at least 5 years' of demonstrated knowledge and experience as a Peer Support Professional providing recovery support services.
- Ability to conceptualize, analyze, and follow through with multiple, competing priorities.
- Excellent verbal and written communication skills.
- Strong organizational skills.
- Strong writing and teaching skills.
- Ability to lead, facilitate, and participate in collaborative partnerships.
- Excellent computer skills and familiarity with PowerPoint and/or other presentation software.

**Location:** C4 Innovations' main office is in Needham, Massachusetts. We also have employees living across the U.S. This position can be located anywhere in the U.S.

**Hourly Rate:** The hourly rate is \$30.00 to \$40.39.

**To apply,** please send a cover letter, salary requirements, and resume with "Peer Support Specialist" in the subject line to Human Resources at [apply@c4innovates.com](mailto:apply@c4innovates.com).



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