

We house, feed, and support those in need with compassion and dignity.

### Job Posting

Title: **Peer Support Specialist - Waypoint**  
FLSA Status: **Full-time, Non-Exempt**

Reports to: **Sr. Program Manager**  
EEO Code: **5**

#### Position Summary:

A **Peer Support Specialist** is a person with "lived experience" who has been trained to support those who may be struggling with mental health issues, psychological trauma, substance use and/or homelessness. Their personal experience of these or similar challenges provides them with an expertise that professional training cannot.

The PSS serves by assisting their peers in articulating their goals for recovery, learning and practicing new skills, helping them monitor their progress, supporting them in their treatment, modeling effective coping techniques and self-help strategies based on the specialist's own recovery experience, supporting them in advocating for themselves to obtain effective services, and developing and implementing recovery plans.

#### Essential Duties and Responsibilities:

- Assists Clients in the development of a self-sufficiency plan
- Provides education with a focus on recovery, illness management and peer support
- Provides case management, resourcing, and service coordination as an extension of case management services
- Assists in facilitating small peer support groups, events and programs
- Provides support and encouragement to help clients strengthen life skills and recovery
- Assists in training peer mentors on providing peer support services
- Accompanies street outreach team to provide peer support for clients served at street outreach sites
- Conducts home visits to clients receiving permanent supportive housing to provide life skills training and peer support, and to complete assessments of client needs
- Assists in the process of determining appropriate matches between peer mentors and recipients of mentoring services
- Other duties as assigned

#### Specific Knowledge, Skills and Abilities:

- Strong interpersonal skills and the ability to lead, inspire and motivate others
- Excellent communications skills, written and verbal, especially listening skills
- Computer and Microsoft literate
- Minimum 2 years sober or 1 year out of SVDP programs, if former client
- Commitment to the mission and goals of St Vincent de Paul

#### Education, Qualifications, Certifications, Trainings, Licenses:

- High School Graduate or above; Associates degree preferred
- *Peer Support Certification* is required
- A combination of education, training and experience that results in demonstrated proficiency to perform the work may be substituted
- Relevant work experience with individuals, families and children in a social work environment or related field including individual/family counseling, community organization, education or youth advocacy
- Successfully pass required pre-employment background and drug screening
- Valid Driver's License

**Reporting to this position:** None

**Physical Demands/Effort/Work Environment:**

*The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.*

*While performing the duties of this job, the employee is regularly required to operate a motor vehicle, talk and hear. The employee is regularly required to stand, walk, sit, use hands and fingers, and reach with hands and arms. Must be able to climb stairs. The employee occasionally lifts and/or moves up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.*

*Job may be performed in areas/neighborhoods that could be considered threatening. Work may occasionally be performed at night, on weekends and in inclement weather.*

*Requirements listed are representative of minimum levels of knowledge, skills, and/or abilities. This position description is not meant to imply that these are the only duties to be performed by the employee occupying this position. Employees will be required to follow any other job related instructions and duties requested by the supervisor. This job description is not a contract for employment. It does not alter or affect the "at-will" doctrine adhered to by St Vincent de Paul.*

**Benefits/Additional Information:**

In addition to a sense of purpose and pride that comes from serving others, eligible employees enjoy paid holidays, paid leave, paid Life/Short/Long Term Insurance as well as access to SVDP's Section 125 Health and 401(k) Retirement Plans.

St. Vincent de Paul Louisville will conduct a thorough background investigation as part of its application process. Investigations are not limited to, but will include review and verification of the following: previous employment, character references, motor vehicle reports, personality and aptitude testing, drug screening and a comprehensive criminal background and credit check.

Apply online: <https://www.svdplou.org/jobs/>

Email cover letter and resume to: [mtull@svdplou.org](mailto:mtull@svdplou.org)

**Apply in person:**

St. Vincent de Paul Louisville  
1015-C South Preston St  
Louisville, KY 40203

**Mail cover letter and resume to:**

St. Vincent de Paul Louisville  
Attn: HR Director  
PO Box 17126  
Louisville, KY 40217-0126

**St. Vincent de Paul Louisville is an Equal Opportunity Employer and absolutely committed to diversity. (M/F/D/V)**