

**Job Title:** Peer Support Specialist (Substance Use Focus)

**Location:** Richmond, BC

**Organization:** Richmond Mental Health Consumer and Friends Society (RCFC)

**Funding:** Vancouver Coastal Health

**Reports To:** Peer Recovery Outreach & Support Program Coordinator

**Position Type:** Part-Time (6-12 hours weekly, Monday to Friday, daytime)

**Wage Rate:** \$23 per hour with paid sick time and vacation

**Location of Work:** In-person at various sites in the Richmond community, Vancouver Coastal Health healthcare settings, and, if needed, virtual (delivered via Zoom) from home.

### **Position Summary:**

The Peer Support Specialist assists clients with substance use disorders in achieving personal goals, offering outreach, and providing support across various settings. This role involves delivering a range of non-clinical peer-based services, including individual peer support, community outreach, facilitating recovery groups, and conducting information sessions. The specialist will model healthy, ongoing recovery practices, drawing on their active connection to a recovery community to guide and inspire clients throughout their recovery journey.

### **Key Responsibilities:**

- Collaborate with the team and communicate client goals and progress to referring sources and relevant healthcare professionals.
- Promote empowerment, self-determination, and independence through peer mentorship, emotional support, and rapport building using recovery-oriented approaches.
- Provide one-on-one and interim crisis support for clients at all stages of change in their substance use recovery journey.
- Assist clients in identifying and overcoming barriers related to substance use.
- Develop and implement individualized support plans based on client goals.
- Facilitate skill-building, community integration, and the development of natural supports through non-judgmental, strengths-based conversations and person-centered goal setting.
- Offer low-barrier support and outreach to individuals who may be street-entrenched or experiencing homelessness.

### **Administrative Duties:**

- Attend bi-weekly payroll/debriefing meetings and maintain accurate records of hours and expenses.
- Complete timesheets, manage expense receipts, and prepare them for reimbursement.

### **Skills and Knowledge:**

- Knowledge of substance use, harm-reduction, and community resources relevant to the client base.

- Strong conflict resolution skills and the ability to address challenging behaviors diplomatically and constructively.
- Proficiency in providing support using cultural safety and humility, harm reduction, and trauma-informed care principles.
- Maintain an ethical approach to professional boundaries while supporting vulnerable clients from diverse backgrounds with complex mental health and substance use issues.
- Excellent verbal and written communication skills.
- Strong organizational and time management skills.
- Physical ability to perform the duties of the position.
- Understanding of the experiences of Indigenous peoples in Canada, including the impacts of colonization, discrimination, and structural violence on health and wellbeing.

### **Qualifications:**

- Lived experience in recovery from substance use and as a recipient of substance use and mental health services.
- At least one year of ongoing sobriety, active engagement in recovery, and established connections to a recovery community
- Successful completion of a recognized peer support certificate, including a minimum 40-hour practicum, or willingness to complete training within two months of employment.
- High School Diploma or equivalent.
- Current First Aid and CPR certification or willingness to complete training.
- Minimum of one year of recent experience in a peer support role or an equivalent combination of education, training, and peer support experience.
- Successful completion of a vulnerable sector check.
- Experience as a recipient of formal substance use or mental health peer support is an asset.
- Class 5 Driver's License, clean Driver's Abstract, and reliable vehicle are assets.

**Note:** While candidates who do not have the experience and qualifications outlined in the posting may not be considered, an *exceptional cover letter and relevant transferable skills* may compensate for a lack of experience.

**Important:** Lived experience in recovery from substance use is a required qualification for this position and is considered essential.

### **How to Apply:**

Please submit a job-specific cover letter and resume to:

Sarah Stern

**Email:** [sarah.stern@vch.ca](mailto:sarah.stern@vch.ca)

Richmond Mental Health Consumer and Friends Society (RCFC)

210-7671 Alderbridge Way, Richmond, BC V6X 1Z9

A complete job description is available upon request.  
Only short-listed applicants will be contacted.

**Closing Date:** Applications will be accepted and reviewed until the position is filled.