



Community Awareness & Treatment Services, Inc.

JOB ANNOUNCEMENT

Job Title: PEER COUNSELOR (On-call)

Program: A Woman's Place

Reports To: Shift Supervisor and/or Program Director or Program Coordinator

Status: Non-exempt, Non-Union

Hours: On-call (as needed) for Day, Swing and Graveyard shifts

JOB SUMMARY:

The Peer Counselor is responsible for providing program services directly to the clients.

ESSENTIAL JOB DUTIES:

- Assess immediate needs of clients and refer to appropriate services.
- Provide supportive counseling.
- Monitor clients/facility
- Be responsible for shift paperwork, as assigned.
- Assist in maintaining the cleanliness of the facility.
- Adhere to established policies and procedures
- Training and meeting attendance.
- Other duties as assigned.

QUALIFICATIONS:

- High school diploma or G.E.D.
- Knowledge of associated resources.
- Ability to work independently and cooperatively.
- Knowledge of issues affecting target population.
- CPR and first aid certification within 90 days of hire.
- Bilingual English and Spanish a plus but not required.