

Personnel and Civil Service

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NOTICE OF VACANCY Certified Peer Specialist

Updated 02/12/25. The work involves the responsibility of providing support services and assistance to individuals who are experiencing social, emotional, medical, developmental, substance use, and/or behavioral challenges in their home, and/or community. Through various Support Services, the Certified Peer Specialist will help foster self-determination, self-advocacy, and informed decision making. The services support the individual in their desire or lack of desire to participate in treatment, using motivational interventions, ultimately with the aim to help the individual decide for themselves if and how to participate in treatment. By sharing personal experiences, the Certified Peer Specialist provides modeling and social learning to assist clients throughout their recovery from a mental health condition. Work is performed under the direct supervision of the Clinical Program Director. Performs related duties as required.

The title of Certified Peer Specialist is **Competitive**, requiring applicants to meet minimum qualifications established for the position and successfully meet civil service examination requirements. Pending a criminal background check*, a provisional appointment may be made to this position. Permanent appointment will be dependent upon participation in the examination AND being reachable from the resulting eligible list.

- Status:** Provisional, pending successful completion of civil service examination requirements
Work Hours: Full time, days; 35 hours/week
Salary: \$37,545 (CSEA SG VI); benefit package available including: health, dental and vision insurance, paid leave time, NYS Retirement System, Deferred Compensation Plan
Location: Tioga County Department of Mental Hygiene

MINIMUM QUALIFICATIONS: Graduation from high school or possession of a NYSED approved High School Equivalency (HSE) and **EITHER:**

- a. Possession of a Certified Peer Specialist – Provisional certification; **OR**
- b. Provisionally certified or credentialed, certified or credentialed as **EITHER:**
 - o Family Peer Advocate (FPA)
 - o Certified Recovery Peer Advocate (CRPA)
 - o Youth Peer Advocate (YPA)
 - o Peer Specialists who have completed all required State approved trainings specific to their title.

SPECIAL REQUIREMENTS: The incumbent must maintain said certification throughout employment. Possession of a valid NYS driver license is required at time of hire and must be maintained throughout employment.

Apply Online: <https://tiogacountyny.com/departments/personnel-civil-service/>

Apply by: Applications will be accepted until the position has been filled.

Tioga County applications are available on our website. Resumes may be submitted but MUST accompany an application. Applicants MUST clearly describe education and/or work and volunteer experience to explain how they meet the minimum qualifications for the position. Omissions or vagueness will not be interpreted in an applicant's favor.

*Criminal background checks will be conducted upon a conditional offer of employment. Depending upon the position sought, conviction of a felony, misdemeanor or other offense may bar appointment. At the discretion of the appointing authority, additional screenings may include but will not be limited to: fingerprinting, psychological, and or drug testing. If requested, a candidate will be required to authorize access to educational, employment, financial, or other records.