

# Personnel and Civil Service



## NOTICE OF VACANCY PEER ADVOCATE

**Date Issued: 12/06/19.** The work involves assisting clients define personal recovery goals and determining individual objectives. Through various support services, the Peer Advocate will work to increase the client's involvement in treatment, life planning and decision making. The Peer Advocate works to assist clients to increase access to appropriate services and support programs while decreasing the need for potential future acute services. By sharing personal experiences, the Peer Advocate provides modeling and social learning to assist clients in developing recovery skills. Work is performed under the direct supervision of the Clinical Program Director. Performs related duties as required

The title of Peer Advocate is **Competitive**, requiring applicants to meet minimum qualifications established for the position and successfully meet civil service examination requirements. **An examination is anticipated for 2020.** 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.

<b>Status:</b>	Provisional, pending permanent appointment from eligible list
<b>Work Hours:</b>	Full time, days; 35-hour work week
<b>Salary:</b>	\$32,286 (CSEA SG VI); benefit package available including: health, dental and vision insurance, paid leave time, NYS Retirement System, Deferred Compensation Plan
<b>Location:</b>	Tioga County Department of Mental Hygiene

**Minimum Qualifications:** Graduation from High School or possession of a NYSED approved High School Equivalency (HSE) and possession of a Certified Recovery Peer Advocate – Provisional certification (CRPA-P).

### SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:

- Eligibility for certification as a Certified Recovery Peer Advocate as recognized by New York State office of Alcoholism and Substance Abuse Services (NYS OASAS), or Certified Peer Specialist as recognized by New York State Office of Mental Health.
- Certification must be obtained within one (1) year from date of hire and maintained throughout employment.
- Possession of a valid New York State Driver's License which must be maintained throughout employment.

**Apply Online** by using our "Online Application Tool": <https://www.tiogacountyny.com/departments/personnel-civil-service/>

Applications may also be obtained in the Personnel Department during office hours (Mon.-Fri. 9-5)

**Apply by: Applications will be accepted until 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.