

The United Planning Organization (UPO) is the designated Community Action Agency for Washington, District of Columbia, and has served the residents of the District since 1962. Our **Vision** for the future is “UPO’s Washington: A city of thriving communities and self-sufficient residents”; our **Mission** is “Uniting People with Opportunities.”

All qualified applicants are encouraged to apply for this position or any other position currently advertised on our website. Please visit us at www.upo.org to view all of our vacancies and to learn more about our company and services.

POSITION: Certified Peer Outreach Specialist [District Opioid Targeted Strategy (DOTS) Project]
DIVISION/OFFICE: Community Health/Comprehensive Treatment Center
BULLETIN No: 15042019
SALARY RANGE: \$32,000 - \$37,000 annually (Commensurate with experience)
OPENING DATE: April 25, 2019
CLOSING DATE: Open until filled
FIRST SOURCE: RM-15-HCA-STATS-000BY04-CPS

BRIEF DESCRIPTION:

The certified peer outreach specialist must have the ability to build relationships with diverse populations which include work with all persons with multiple challenges (mental illness, substance abuse, homelessness, physical challenges, etc.). Work with individuals in the target population to increase access to and utilization of services. Assist with marketing and outreach efforts, supporting the intake process in enrolling new clients, and providing supportive services throughout ongoing treatment.

MINIMUM QUALIFICATIONS:

DBH Peer Specialist Certification and High school diploma with 3-5 years of direct service to the target population, or other related human service experience. Computer literate, experienced with Microsoft Office, Outlook and Internet, with the ability to use electronic time keeping program. Must be able to utilize a computer-based system in order to enter contact notes. Must possess knowledge of community resources and how to access such resources. Possess effective organizational and professional communication skills, both written and verbal. Ability to deal effectively with the public; must be able to work sensitively and effectively with individuals of diverse educational, socio-economic and cultural backgrounds.

DESIRED QUALIFICATIONS:

AA degree in relevant field with 1 year experience. Certified Addiction Counselor (CAC).

OTHER REQUIREMENTS:

In the event that an offer is extended, the candidate will be required to successfully complete a criminal background check and/or FBI fingerprinting, as well as pre-employment drug screening, as applicable for the position.

This position *IS* not in the collective bargaining unit of the CWA Union.

Submit your resume to upojobs@upo.org or fax your resume to 202/319-3237.