

**RELIEF NURSERY
A & D OUTREACH SPECIALIST
JOB DESCRIPTION**

Position: A& D Outreach Specialist
FTE: 1.00 Start pay: 13.30 Hr.
Reports to: Program Supervisor
Evaluated by: Program Supervisor

Responsibilities: A& D Outreach Specialist staff will provide peer support to mandated parents from DHS – Child Welfare. A&D Outreach support will consist of, and not be limited to home visits, telephone contacts, transportation in order to remove barriers on client action plan, referrals to community support agencies and local treatment centers and advocacy. They will work with the Program Supervisor and DHS caseworker to design and implement education, referral, and parent components of the Relief Nursery Program. A&D Outreach Specialist will be responsible for assisting the facilitator of classes and support groups, along with group activities to insure that they are sufficiently supervised and cohesive. They will maintain a personal recovery program, if appropriate, as well as model recovery-appropriate behavior. We offer gender specific services.

Requirements:

1. Education & Experience: High School diploma or equivalent.
2. Familiarity with substance abusing population and people with disabilities.
3. Must be able to demonstrate continuous sobriety under non-residential, independent living conditions for the immediate past two years.
4. Valid Driver's license, automobile insurance and a safe driving record.
5. Knowledge of community programs for treatment, housing, employment, and other support services.
6. Ability to work cooperatively with supervisor/ collaborative team and maintain frequent contact. Attend meetings and complete assigned paperwork in a timely manner.
7. Bi-lingual, Certified Recovery Mentor, or CADC preferred but **not required**.

Skills & Abilities:

1. Knowledge of alcohol and drug addiction and detoxification; community resources and recovery programs.
2. Communicate clearly, concisely and effectively orally and in writing. Must have ability to work flexible hours, including evenings and weekends as needed.
3. Work well with parents and children of diverse backgrounds.
4. Work independently and as a team member.
5. Ability to function in crisis situations.
6. Familiarity with DHS-Child Welfare expectations of clients involved with mandated services.

Duties:

1. Participate and provide support to parents referred by DHS.

Methods:

- a. Telephone contact with clients.
 - b. Familiarity with child abuse statutes and indicators of abuse, neglect, threat of harm and mandatory reporting.
 - c. Provide client transportation to remove barriers of case plan.
 - d. Provide support for clients during social activities
 - e. Home visits/community AA/NA etc. meetings.
 - f. Serve as a liaison with DHS, substance abuse treatment, and other community agencies.
 - g. Prepare reports, appear, and testify in Juvenile Criminal Court, and CRB hearings, if necessary by DHS, the Juvenile Department, District Attorney, or Attorney General.
 - h. Ability to follow written protocol and ensure confidentiality of records.
2. Provides set up and clean up for Relief Nursery evening groups.
 3. Provide individual and family support as needed.
 4. Attend program and all staff meetings and weekly supervision meetings with Program Supervisor
 5. Maintain case referrals, notes and files of all contacts regarding client in a timely manner.
 6. Complete all required Relief Nursery and DHS-Child welfare paperwork.
 7. Will be asked to discuss recovering experiences during interview process.
 8. Perform other duties as assigned by DHS and/or Relief Nursery supervisors.

**Pre-employment drug screen, DMV and criminal background check required. .
Send resume and cover letter to: Relief Nursery, Attn: Dani Smith, 1720 W.25th
Ave. Eugene, Oregon. 97405.**

Or by email to: danism@reliefnursery.org