Peer Recovery Support Specialist – PART TIME
Tenth Circuit (Raleigh County) Family Treatment Court (FTC) Employment Opportunity

Position open until filled

The Position
The Administrative Office of the Supreme Court of Appeals of West Virginia has an immediate professional opportunity for a Peer Recovery Support Specialist to serve Raleigh County, in West Virginia. The position reports directly to the Family Treatment Court Circuit Judge as part of the local Judicial Administrative Staff.

Salary / Wages
$18/hour not to exceed 32 hours a week.

Position Purpose: Under the general direction of an administering Family Treatment Court Judge, employees in this class perform a full range of duties which include providing support to participants in the Family Treatment Court Program. One of the important responsibilities for this position is to develop and maintain strong working relationships with the FTC Case Coordinator and other treatment team members, Department of Health and Human Resources, Veterans’ Administration, Prosecuting Attorney’s Office, Public Defender’s Office, Guardian Ad Litems, treatment providers, and other agencies, as well as the public. Persons in this position shall exercise independent judgment and initiative within the scope of their authority.

Minimum Qualifications: Must be a person with lived experiences with a substance use disorder who has been in recovery for at least two years and has successfully completed a Peer Recovery Support Specialist Certification or equivalent. Excellent oral communication skills, professional boundaries and even temperament are high priority considerations for this position. Must have a valid driver’s license and reliable transportation. Must be able to work evenings, weekends, and holidays. Candidate must pass a NCIC/CIB background check and a drug screen (consideration will be given to charges related to history of substance misuse).

Primary Duties and Responsibilities include: Participates fully as a Family Treatment Court team member, committing him or herself to the mission and goals of the treatment court and works as a full partner to ensure their success.

- Provides support and mentoring to Family Treatment Court participants.
- Assists participants with setting and achieving recovery goals.
• Understands and complies with all confidentiality matters related to participants and the FTC.
• Attends all FTC Treatment Team meetings and court hearings, providing a summary of participants’ activities.
• Through leading by example, will support participants with their coping strategies.
• Aids participants in identifying appropriate peer support groups.
• May occasionally assist with transportation needs of the participants as approved by the FTC Judge.
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Criminal Background Check and Drug Screen: Successful candidates must submit to criminal background check and a drug screen (consideration will be given to charges related to history of substance misuse).

Compensation and Benefits: Due to this being a permanent part time employee, insurance and other benefits will not be offered. However, the Supreme Court will reimburse for approved mileage used in transporting participants and will cover all meals, registration and expenses associated with required trainings. A cell phone and laptop will be provided by the Court.

West Virginia Courts
West Virginia has a Unified Court System, under which all state courts, including the Intermediate Court of Appeals, Circuit Courts, Magistrate Courts, and Family Courts, are supervised, and administered by the Supreme Court of Appeals. The Supreme Court of Appeals and its Administrative Office are in Charleston and housed in the State Capitol Complex. More information about West Virginia’s Courts can be found on our website at www.courtswv.gov.

Equal Opportunity in Employment
It is the policy of the West Virginia judiciary to provide equal opportunity in employment for all persons, and to recruit, select, train, promote, retain, and discipline without regard to race, color, sex, age, disability, religion, sexual orientation, or national origin. Further, it is the policy of the West Virginia judiciary to maintain a professional workplace in which individuals are accorded respect, and an environment free of harassment, including verbal or physical conduct that creates an intimidating or hostile environment for any individual on any prohibited basis. As an employer with an Equal Employment Opportunity/Affirmative Action Plan, the Court complies with government regulations and related Equal Employment Responsibilities where applicable.
Application Process
To apply for this position, please direct the completed Court Employment Application (available on Court website, www.courtswv.gov), signed and notarized Release for Criminal/Background Check (available on Court website), a copy of your PRSS Certification, along with a letter of interest highlighting applicable experience, and a resume, including references to:

Honorable Andrew Dimlich
Raleigh County Judicial Center
222 Main Street
Beckley, WV 25801

Thank you for your interest in employment with the Supreme Court of Appeals of West Virginia.