

POSITION TITLE:	Peer Coach (Nutrition & Wellness Focus)
JOB STATUS	Part-time (20 hours) non-exempt; permanent
PAY RANGE:	\$20 per hour
BENEFITS:	<ul style="list-style-type: none"> • Kaiser HMO or Blue Shield PPO medical; Principal dental, vision, life & long-term disability, plus an Employee Assistance Program (50% premium contribution) • Vacation, Sick, and Personal time accruals, and 11+ paid holidays annually
HOURS:	Variable schedule; some evening hours required depending on program needs
REPORTS TO:	Stephen Leader, Peer Support Coordinator
POSITION START:	August 1 st or as soon as possible

About the Mental Health Association of San Francisco (MHASF)

MHASF is a mental health peer-run nonprofit located in downtown San Francisco and serving people and agencies across the Bay Area since 1947. As mental health consumers ourselves, we center the lived expertise of people with mental health challenges in our advocacy, education, and support programs, and believe that dignity and recovery in mental health are something everyone can experience. Our staff is dedicated to creating spaces for learning and healing around stigmatized and under-resourced areas in mental health—hoarding and cluttering behavior, peer employment support, community-based crisis response, phone- and web-based peer counseling, and more. MHASF strongly encourages people with lived experience of mental health challenges to apply and grow with us!

OVERVIEW OF PROGRAM & POSITION:

The Peer Coach will support the recovery of individuals by helping people cultivate an understanding and practice of healthy living, mindfulness, resiliency, and self-management through 1-on-1 and group peer coaching and support. Specifically, the Peer Coach will work with program participants to develop knowledge and skills related to nutrition, cooking, food access, recovery and safety plans, exercise, mind-body awareness, and other wellness topics to improve overall health and resourcefulness.

CORE RESPONSIBILITIES:

The successful candidate for this Peer Coach position will bring a combination of peer support skills, familiarity with food and holistic wellness practices, attention to detail, and adaptability in meeting the following responsibilities:

- Provide individualized, 1-on-1 peer coaching for program participants with a wide variety of lived experience backgrounds and needs to develop wellness plans
- Facilitate peer-led support groups on holistic wellness and other mental health topics
- Conduct community presentations and workshops for community groups, nonprofit partners, city department, and consumers on topics including nutrition, mindfulness, food security & stability, etc.
- Offer participants appropriate referrals to local resources, including other MHASF programs and services
- Periodically review participant progress and develop wellness plans in collaboration with participants and Peer Support Coordinator
- Consult with Peer Support Coordinator and other Peer Coaches to troubleshoot challenging issues
- Provide supportive crisis response and conflict resolution when charged situations arise
- Cultivate consistency and accountability with program participants through clear, regular communication and follow-through on agreements
- Maintain participant confidentiality as defined by program procedures
- Uphold appropriate professional standards and boundaries with program participants
- Complete all participant tracking and data reporting requirements according to program procedures, including use of a database (Microsoft Access), spreadsheets (Microsoft Excel), and forms

JOB ANNOUNCEMENT

POSTED: June 26, 2018

DEADLINE: Ongoing

- Participate in MHASF and team meetings, trainings, and consultation groups as required
- Other responsibilities as assigned

REQUIRED QUALIFICATIONS:

- Personal lived experience of mental health challenges, which may include related experiences such as homelessness, food insecurity, trauma, substance use, eating disorders, etc.
- Personal lived experience applying concepts related to nutrition, food access, exercise, healthy living, mindfulness, and harm reduction in personal recovery and in supporting others
- Familiarity with mental health diagnoses including hoarding disorder, schizophrenia, bipolar disorder, and depression, and understanding of the needs of seniors
- Previous experience with group facilitation
- Experience maintaining confidentiality of sensitive information and understanding of different types of confidentiality practices
- Ability to respond effectively to conflicts and difficult emotions—crisis support background a plus
- Knowledge of the peer support model and the importance of peer support in recovery
- High level of organization and resourcefulness, attention to detail, and time management skill
- Proficient computer skills, including Microsoft Outlook, Word, Excel, web navigation, and data entry
- Excellent written and verbal communication skills
- Ability to work independently and problem-solve effectively
- Flexibility to work a variable schedule, including some evening hours, and to work remotely if needed
- Willingness to learn from others, take feedback, and make adjustments to communication and behavior
- Experience taking initiative to self-educate about unfamiliar subjects or concepts
- Affirmative and accepting approach toward people whose needs and experiences differ from your own
- Commitment to upholding the mission and values of MHASF

TO APPLY

Applications must include both:

1. An up-to-date **résumé**
2. A **cover letter** describing your interest in and fit for the position

Choose one of the following options to submit your application materials:

- A. Email (preferred):**
careers@mentalhealthsf.org – Include your full name and the name of the position in the subject line
- B. Postal mail:**
ATTN: Human Resources – Peer Coach Position
MHASF, 870 Market Street, Suite 928
San Francisco, CA 94102
- C. Fax:**
(415) 421-2928

If you believe you may need a disability accommodation to participate in this application and/or interview process, please contact us at careers@mentalhealthsf.org or call (415) 421-2926 x337.

Applications that are missing a cover letter or résumé cannot be considered. Application review and interviews will be conducted on a rolling basis until the position is filled. Other than accommodation requests, no phone calls about this position, please.