

TITLE:

Peer Recovery Navigator

EEO CATEGORY:

Professional

DEPARTMENT:

Winnebago County Sheriff's Office

FLSA STATUS:

Exempt

REPORTS TO:

Corrections Administration Sergeant

EFFECTIVE DATE:

10/01/2024

LOCATION:

Winnebago County, IL

SUMMARY

Peer Recovery Navigator is responsible for addressing the recovery needs of individuals being discharged from the Winnebago County Jail who are recovering from, or seeking to recover from, opioid addiction. This role has been created to address the opioid crisis; as such, the Peer Navigator will also identify and obtain recovery, social, and community services to serve those in our Winnebago County Recovery Peer Navigator program.

This position is important as it is the final opportunity to engage individuals upon release. You will work with the jail team, as well as treatment providers, 12-step program partners, and other service delivery partners. Strong communication skills are required, as is strong knowledge of local treatment options, 12-step programming, and community service providers. Must have 5+ years of recovery from an opioid addiction.

Salary: Up to \$45,000.00 to \$50,000.00 annually

ESSENTIAL FUNCTIONS (Essential duties are only illustrative.)

- Ensures everyone leaving the Winnebago County Jail who is in recovery from opioid addiction is
 offered Peer Navigator services, working closely with mental health team to ensure no duplication of
 services between programs.
- Uses County vehicle to transport to treatment, or recovery meetings.
- Attends recovery, and other meetings with participants.
- Engages individuals using motivational interviewing strategies.
- Confers with jail staff, probation, parole, and other law enforcement agencies to determine legal status and to avoid conflicting discharge plans.
- Maintains robust documentation of service plans in case management system.
- Triages needs, providing a warm hand-off to ensure wrap-around aftercare.
- Develop relationships with community providers, and a deep understanding of eligibility and intake procedures at each organization.
- Provides follow up and documents accordingly in a case management system.
- Prepares and maintains program records, reports, and documentation.

SUPERVISION RECEIVED

Works under the supervision of the Corrections Administration Sergeant. Work is performed according to extensive federal and state regulations with most guidance directed by regulations governing each funding source. Work is reviewed regularly for accuracy, completeness and adherence with federal and state laws and regulations and Winnebago County rules and regulations. Work is reviewed annually for overall results achieved.

WORKING CONDITIONS & PHYSICAL DEMANDS

This position requires the ability to manage high stress situations well. This position requires frequent walking and driving, use of finger movements; ordinary talking, ability to read/comprehend, write, perform calculations, communicate orally, reason and analyze constantly. A computer and cell phone is used daily.

SUCCESS FACTORS (KSAs)

- Knowledge of criminal justice system policies and procedures.
- Knowledge of opioid treatments and 12-step process.
- Experience working with individuals to create short- and long-term goals.
- Knowledge of community provider options.
- Ability to develop, prepare reports and maintain records and files.
- The ability to speak, read, and write at a level sufficient to fulfill the duties assigned.
- Experience and knowledge of data systems relevant to position.
- Demonstrated capacity for effective time management; calm and organized approach to work and deadlines.
- Ability to work both independently and as part of a team.
- Knowledge of MS Office Suite or other word processing, spreadsheet and data base

EDUCATION, TRAINING & EXPERIENCE

Successful candidates will have lived experience with 5+ years of successful recovery from opioid addiction.

The Navigator will participate in training to become a Certified Peer Recovery Specialist (CPRS).

NECESSARY SPECIAL REQUIREMENTS

Possession of a valid Illinois driver's license, automobile insurance, and good driving record. Will transport using County vehicle. Other travel may be required as needed.