

Please Post

Position(s) Available ...

THE SHARING COMMUNITY, INC. is a dynamic, minority-controlled, church-sponsored (but separately incorporated), multi-service community-based organization. Currently we operate programs that offer the widest possible continuum of care to the homeless, hungry and ill residents of southwest Yonkers - from emergency shelter and food programs to street and community outreach as well as transitional and permanent housing. We are seeking to fill the following position(s):

PEER SPECIALIST

REQUIREMENTS	(a) Minimum High School Diploma plus (1) year of engagement experience & Certified Peer Specialist training or formal training. Must possess strong interpersonal skills to build relationships with individuals in the community. Must have good verbal and written skills (including public speaking), and be able to work effectively with a poly-diagnosed population. Previous experience in a non-profit setting preferred. English preferred, Bi-lingual a plus. Ability to travel around Westchester County to perform duties. Based computer knowledge and experience with data entry program(s).
JOB DESCRIPTION	<ol style="list-style-type: none"> 1) Raise awareness of Health Home care coordination services specifically with Medicaid recipients; 2) Participates in, coordinates, and/or attends community events such as health fairs and community forums as a representative of the project; 3) Provide updated meeting notes relating to the project to build knowledge base of awareness of healthcare and social services resources in the targeted area; 4) Responsible for group training and/or facilitating group meetings; 5) Responsible for overseeing inventory of health/outreach education materials necessary for outreach efforts utilized by the Community Health Worker 6) Participates and attends mandatory trainings, staff meetings, work groups, etc., as directed; 7) Accurately and thoroughly document all work, submitting statistical and activity reports as directed in a timely manner; 8) Assist in tracking data related to the project; 9) Excellent organizational skills 10) Meet regularly with Supervisor 11) Other tasks as assigned by Supervisor

Reports To: Director of Program Services
 FTE: Full – time - 40 hours per week
 Start Date: Immediately
 Salary: \$15.00 an hour
 Contact: Fax Resume to (914) 969-7877
 Email: HR@thesharingcommunity.org
 Date of Posting: October 17, 2018