

ORANGE COUNTY ASIAN AND PACIFIC ISLANDER COMMUNITY ALLIANCE
OCAPICA
JOB ANNOUNCEMENT

Title: Peer Support Coordinator	Division: Mental Health – Well(ness)essity
FLSA: Non-Exempt, Full Time with comprehensive benefits	Supervisor: Program Supervisor
Pay Range or Rate: \$25 - \$28 / hour	Revised: November 2022

Summary

Through the Outreach and Engagement Program Well(ness)essity, OCAPICA's objective is to increase knowledge, skills, and self-awareness about mental illness and wellness, the importance of mental health to decrease the stigma of mental health, create awareness on suicide prevention, promote and increase help-seeking behaviors, as well as, participant/client empowerment of their health and wellbeing. The Outreach and Engagement Program Well(ness)essity services include: outreach activities, peer-based support services, case management services, and group educational and skill building services. OCAPICA is dedicated to developing and carrying out creative and innovative activities that best serves the diversity of Orange County residents and the community need.

Essential Functions

15% Outreach

- Conduct services in a culturally and linguistically appropriate manner.
- Conduct outreach and education to community members about social support services and to recruit AAPI, AMENA, and Black community members to become peer support specialists.
- Attend outreach events with Wellness Specialists as needed.
- Attend special events as requested by the Agency and/or County at times on weekends or after office hours.
- Learn and implement recovery, resiliency, and peer support principles.

70% Peer Support

- Coordinate and develop in-language trainings for peer support specialists (in collaboration with subcontracting partners as needed) to develop knowledge on relevant mental health topics including de-stigmatization, resource navigation, suicide prevention, etc.
- Support and coach peer support specialists to provide 1-on-1 support for youth, adults and older adults in need of mental health services and/or other related services and their families while providing referrals and ensuring linkage with warm handoff to appropriate partners.
- Provide 1-on-1 support for youth, adults, and older adults in need of mental health services and/or other related services and their families while providing referrals and ensuring linkage with warm handoff to appropriate partners.
- Research and prepare culturally- and linguistically-appropriate resources for clients.
- Collaborate effectively with other community organizations, county services, etc. to establish continuity of care and needed referrals for clients.
- Maintain timely and accurate documentation of service contracts in accordance with agency, county and state guidelines and quality assurance standards.
- Participate in staff meetings, trainings, case conferences, and supervision sessions.
- Perform any other functions as needed by management and agency.

15% Marketing and Communications

- Develop flyers and digital marketing for outreach events and peer support recruitment.
- Develop social media content to educate and engage community in conversations about culturally-relevant mental health topics.
- Coordinate dissemination on social media platforms with OCAPICA's Marketing Coordinator.

Minimum Qualifications - Knowledge, Skills and Abilities Required

- Bilingual in: Tagalog, Korean, Hindi, Farsi, Arabic, Vietnamese, Japanese, Lao, Khmer, or any other Asian Pacific Islander (API) language or Arab Middle Eastern North African (AMENA) language.
- Self-identify as an individual with lived experience of the process of recovery from mental illness or substance use disorder, either as a consumer of these services or as the parent, caregiver, or family member of a consumer.
- Be willing to share your story as a person with lived experience.
- Bachelor's Degree in mental health or related field.

- Ability to be proficient and timely with required paperwork.
- Ability to work in multidisciplinary team of care including peers, consumers, and families.
- Ability to provide case management services for different levels of care as required by the needs of the client and family members.
- Ability to present public workshops and mentor community members.
- Must have excellent networking and communication skills.
- Demonstrated knowledge and sensitivity to the cultures of immigrant and refugees and their families.
- Valid California Driver's License, proof of auto insurance, and reliable transportation.
- Ability to do some travel for conferences, meetings, and trainings.
- Occasional weekend, evening and on-call hours as needed. Ability to work flexible schedule.
- Verification of employment eligibility and Background Check required.
- Regular attendance required.
- Other duties as needed.

Non-Essential Qualifications - Knowledge, Skills and Abilities

- Understanding of immigrant and refugee cultural issues and dynamics.
- Bicultural and Bilingual in any language other than English desired
- Understanding of youth, adult and older adult development.
- At least 1-2 years experience in the mental health field.
- At least 1-2 years case management experience.

Supervisory Responsibilities

Supervise volunteer community peer support specialists.

Environmental Conditions (Working Conditions)

The environment for this position is an office environment (may include shared space) as well as community based, exposed to weather conditions and noise level prevalent at the time.

Physical Requirement

In the course of performing this job, the incumbent typically spends time sitting, standing, driving, walking, typing, filing, listening and speaking.

Mental Requirement

The incumbent in this position must be able to accommodate to any/all of the following: tolerance for distractions and interruptions; uncontrollable changes in priorities/work schedules; be able to process information, think and conceptualize.

Application Process

Please e-mail or fax a cover letter, resume, and 2 professional references (past supervisors including e-mail address and phone number) to: careers@ocapica.org

Please ensure that the email subject has the job title: **Well(ness)essity – Peer Support Coordinator**

No Phone Calls Please

Application deadline: Open until filled.

Agency Background

OCAPICA was established in 1997 as a nonprofit organization with a specialty in serving the diverse Asian American and Pacific Islander communities. Since then, OCAPICA has expanded and serves all communities, especially low income communities through several different programs in health, mental health, workforce development, policy and civic engagement, youth development, and education. OCAPICA has more than 90 employees that speak 24 languages and serve more than 40,000 community members a year.
