

Current job opening with Community Action Marin's Mental Health Program

Job Title: MH – Community and Peer Coordinator
Status: Full-time / Salaried / Non-Exempt
Salary Range: \$40,000 – 45,000 + Benefits

To apply, send resume to: Cassie Ristine, HR Director at cristine@camarin.org

Job Summary:

This peer role handles outreach, referrals, and engagement at the ERC and in the Latino community to build and strengthen mental health resource provision and outcomes. Provides logistical support, program development, and marketing materials (in coordination with the Development team and ERC manager) to ensure information, support groups, and other activities beneficial to the Latino community are made available and are regularly visible. Facilitate the engagement of peers and volunteers in the work of the ERC across programs and with partner agencies.

Fully integrate bilingual/bicultural perspectives into the ERC. Over time, this position will help train a cohort of Spanish-speaking volunteer peers and improve the cultural competency of the entire team.

Primary Responsibilities

- Create a thriving bicultural/bilingual experience at the ERC for community; staff and manage support groups, events/activities, Spanish Warm Line, and other types of peer support.
- Provide clients with up-to-date information about community services and resources; work with the Development team and ERC manager to produce website and other digital content to reflect and inform the Latino community.
- Work with volunteers and staff to ensure timely and accurate tracking/reporting of ERC programs and contracted requirements, including intake using empowOR.
- Coach and train volunteers in peer practices.
- Model and encourage utilization of strength-based approaches to recovery.
- Coach and support clients with daily living skills
- Partner with other community-based organizations and Health & Human Resources to strengthen referrals and a coordinated, strong system of mental health in the Latino community.
- Collaborate with agency's CARE teams to make referrals among the county's homeless population to the ERC.
- Utilize personal experience as a mental health consumer and training as a peer mental health provider to engage clients in their own recovery goals; act as a recovery-oriented role model; provide scheduled one-on-one peer support.
- Coordinate with staff and volunteers to effectively track the ERC's impact.
- Increase volunteer participation among Latino community members; train and support volunteers in peer support efforts.
- Maintain supplies for center
- Assist with preparation of annual agency and county reports.
- Assist with planning and implementation of ERC events, especially to engage and support the Latino community.
- Participate in marketing and outreach activities including presenting at community meetings and events

- Attend staff and volunteer meetings.
- Attend continuing education courses.
- Administrative duties as assigned to meet the objectives of the position.

Qualifications:

- Experience as a Promotora or community health coordinator preferred.
- Able to model and encourage utilization of strength-based approaches to recovery.
- Bi-cultural/bi-lingual English/Spanish required.
- Must be a current or former recipient of mental health services and be able to clearly articulate how you have utilized a recovery-based approach in your own life.
- Completion of a certified basic peer counseling course required (may be scheduled upon employment).
- Experience working or volunteering as a peer counselor preferred.
- Excellent organizational skills; ability to work independently, manage time and prioritize tasks.
- Strong verbal and written communication skills
- Deep understanding – and ability to articulate – the role equity, inclusion, and diversity plays in our work.
- Valid California Driver’s license.
- Computer skills including Microsoft Word, Excel and Outlook required.

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