

**Peer Outreach Worker  
ASK Family Services**

**JOB TITLE:** Peer Outreach Worker  
**TIME/HOURS:** 40 hours/week  
**FLSA STATUS:** Non-Exempt  
**WAGE/SALARY:** \$15.00 per hour  
**BENEFITS:** Full  
**SUPERVISOR:** Family Services Manager

**PURPOSE:**

To provide family outreach and support to youth and their families with a Severe Emotional Disturbance (SED) who are experiencing disruption due to illness and the effects of COVID-19 on their lives and well-being through peer to peer support. In this role, the Peer Outreach Worker will develop partnerships with parents and professionals, and is committed to promoting a non-judgmental and respectful attitude concerning families, community partners, and service providers. The Peer Outreach Worker focuses on the needs of the parent/caregiver and 1) helps the parent recognize self-efficacy, 2) promotes the parent perspective, 3) builds partnership values between families, communities and system stakeholders.

**ESSENTIAL JOB FUNCTIONS:**

1. Meet, greet and welcome families to ASK services.
2. Build mutual respect, confidence and trust with family.
3. Provide non-judgmental support to families, community partners, colleagues, and other service providers.
4. Utilize personal and professional life experiences to provide peer support to parents, youth and families.
5. Provide education, physical health, vaccinations or other needed community resources that could assist the family with their current issues.
6. Maintain documentation as required by funding sources.
7. Customize helping approaches to fit the family's uniqueness, personality, culture and interest.
8. Empower, and support families to effectively use ASK and other community services.
9. Connect families with resources to assess and respond to immediate safety and stabilization needs.
10. Communicate ideas by using life experiences as learning and teaching tools.
11. Utilize the family's expertise in problem solving and solution seeking.
12. Respond to needs of families served in a timely fashion.
13. Summarize accomplishments and next steps collaboratively with the family and stakeholders.
14. Communicate a sense of hope and celebrate successes with families.
15. Provide services that empower families to advocate effectively.
16. Use creative engagement strategies with families and stakeholders.
17. Assist families with accessing services in their county of residence.
18. Attend and participate in monthly POW group meetings with peers across the SWMBH region.
19. Other duties as assigned.

**EDUCATION AND REQUIREMENTS:**

1. Must be the parent or caregiver of a child with a Serious Emotional Disturbance (SED) and/or developmental disability. The position requires willingness to share lived experience to help others.

2. Eligible and understands that they must be trained in MDHHS approved curriculum and ongoing training model within the specified timelines.
3. Possess a high school diploma or GED.
4. Strong communication, time management and organizational skills.
5. Ability to successfully work with a diverse group of individuals and families.
6. Valid driver's license, a reliable insured vehicle, and/or access to and ability to utilize transportation in order to perform job activities.
7. Excellent community engagement skills.

**Please submit cover letter and resume to Tabi Swain at [tabis@askforkids.org](mailto:tabis@askforkids.org) or 445 W. Michigan Ave. Suite 102, Kalamazoo, MI. 49007 by January 21<sup>st</sup>, 2022**