



the Self-Help And Recovery Exchange

A project of the Emotional Health Association

6666 Green Valley Circle

Culver City, CA 90230

www.shareselfhelp.org

Job Description

Job Title: Collaborative Housing Peer Bridger

Facility / Location: SHARE!

FLSA Status: Full-time/Non-Exempt

Summary & Purpose:

Peer Bridgers support individuals in SHARE! Collaborative Housing, an innovative solution to homelessness that provides housing in single-family homes throughout Los Angeles.

Key Duties & Responsibilities:

(Additional duties may be assigned to meet business needs.)

- Develop personal recovery relationships with housing residents to assist with achieving goals, conflict resolution, and participating in SHARE! data collection.
- Work with houses to foster a culture of recovery, and help establish policies, structure, schedules, and activities.
- Enroll and orient participants while obtaining informed consent for data collection.
- Connect residents to SHARE! self-help centers, support groups, Volunteer-to-Jobs programs, and other activities.
- Provide linkages to mental health systems, government/non-government resources, medical and mental health services, money management, criminal expungement, benefits, and other assistance as needed.
- Enroll new Collaborative Houses, develop relationships with owners, and place participants.
- Facilitate community volunteers to mentor residents in gardening, cooking, financial management, further education, and other life skills.
- Work with volunteers, participants, and property owners to maintain good neighbor relations.
- Find new placements for residents who request or require them.
- Submit program reports as needed.
- Be on call for after-hours issues, as required.

Qualifications & Requirements:

- **Experience:** Minimum of two years' personal experience attending self-help support groups (three to five years preferred).
- **Sobriety/Abstinence (if applicable):** Minimum of two years (three to five years preferred).
- **Skills:** Knowledge of recovery, strong interpersonal skills, computer proficiency, and organizational skills.
- **Education:** A BA/BS degree is preferred but not required.
- **Other Requirements:** Valid driver's license, reliable car, and strong connections within the recovery community.
- **Personal Traits:** Honesty, willingness, open-mindedness, and a desire to grow.
- **Confidentiality:** Ability to maintain confidentiality is essential.

Skills & Qualifications:

- Knowledge of recovery processes.
- Excellent interpersonal and organizational skills.
- Computer proficiency.
- Valid driver's license and reliable car.
- Strong ties to the recovery community.

Physical Demands:

Standing, sitting for long periods, talking, hearing, and reading small print or computerized data.

Work Environment:

Work takes place in an indoor office, community peer-run center, or home environment. Occasional exposure to moderate to loud noise. You will be trained in using "Tools of the Trade" for de-escalating potentially hostile situations.

To Apply:

Please email your updated resume AND a cover letter to jobs@shareselfhelp.org. In your cover letter, describe your personal experience attending self-help support groups (a minimum of one year is required) and explain why you want to work at SHARE!.

SHARE! is an Equal Opportunity Employer. We value individuals who have overcome challenges such as felony convictions, mental health issues, or other obstacles. The information submitted with your application will be used solely for employment purposes at SHARE!. If you are passionate about self-help support groups, are open-minded, and eager to learn and grow, SHARE! could be the perfect fit for you.

Note: The above statements describe the general nature of work being performed in this role. Additional duties may be assigned as necessary.

Compensation: \$20-26/hour, plus PTO, paid Holidays, affordable medical/dental/vision insurance, and option to contribute to 403(b)