



**the Self-Help And Recovery Exchange**

*A project of the Emotional Health Association*

6666 Green Valley Circle

Culver City, CA 90230

[www.shareselfhelp.org](http://www.shareselfhelp.org)

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## Job Description

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**Job Title:** United Mental Health Promoter

**Facility / Location:** SHARE!

**FLSA Status:** Full-time/Non-Exempt

### Summary & Purpose:

The United Mental Health Promoter under the UMHPs (United Mental Health Promoter Services) plays a pivotal role in fostering community involvement and support for mental health initiatives. They are responsible for conducting various outreach and engagement activities, advocating for individuals and communities, providing peer support and ensuring seamless referral and linkage to necessary services. Collaboration with internal and external stakeholders within DMH, County Departments, community partners, and thought leaders is essential for successful program implementation.

### Key Responsibilities

- Engage the community through outreach initiatives to promote mental health awareness and access to services.
- Advocate for individuals and communities to address mental health needs and reduce stigma.
- Facilitate group sessions to provide support, education, and skill-building opportunities.
- Provide case management services to individuals, ensuring they receive appropriate care and support.
- Facilitate referral and linkage to mental health services and other community resources as needed.
- Collaborate with internal and external systems within DMH, County Departments, community partners, and thought leaders to enhance program effectiveness.
- Travel within the neighborhood and community they reside in and serve, as required by the position.
- Document all activities, service plans, and results accurately and in a timely manner.

### Required Qualifications

- Experience in community outreach, engagement, and advocacy.

- Knowledge of mental health services and resources.
- Strong communication, interpersonal, and organizational skills.
- Ability to work independently and collaboratively with diverse populations.
- Proficiency in documentation and record-keeping.
- Valid driver's license and access to reliable transportation.
- Flexibility to work occasional evenings and weekends as needed.

### **Preferred Experience**

- Minimum one year of sobriety and/or abstinence if applicable; 2-5 years preferred.
- Minimum one year of current personal experience attending self-help support groups; 2-5 years preferred.
- Bachelor's degree in social work, psychology, public health, or a related field.
- Bilingual in any language is a plus, especially Spanish.

### **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: \$24-28/hour, plus PTO, paid Holidays, affordable medical/dental/vision insurance, and option to contribute to 403(b)*