

JOB OVERVIEW	
JOB TITLE	CRPA Outpatient Clinics Peer Support Specialist - Temporary
DEPARTMENT	Mental Health Peer Connection (MHPC)
LOCATION	Buffalo, N.Y.
DIRECT SUPERVISOR	Director of MHPC
GENERAL JOB DESCRIPTION	
Provide Recovery and Advocacy support services to individuals with Substance Abuse Disorders being treated at Erie County Medical Center's (ECMCC's) Outpatient Clinics.	
SPECIFIC DUTIES & RESPONSIBILITIES	
<ol style="list-style-type: none"> 1. Provide peer recovery advocacy, to patients, due to substance use, who are referred to by ECMCC Outpatient Clinics. 2. Meet individual receiving services at ECMCC's Outpatient Clinics and inform them about recovery and resources available to them. 3. Provide Peer counseling to ECMCC's Outpatient Clinics clients, in an effort for those individuals to make informed decisions regarding their recovery. 4. Be a liaison with ECMCC's Outpatient Clinics Clients' family/significant others and community providers in linking individuals to proper supports in the community. 5. Provide the peer perspective to individuals being served and staff at ECMCC Outpatient Clinics. 6. Communicate and collaborate with ECMCC Outpatient Clinic Staff about the activities being done with the individuals being served. 7. Empower individuals being served to make fully informed decisions. 8. Work collaboratively with a multi-disciplinary treatment team. 9. Must be available to work during weekday evening hours. 10. Accurately document consumer services and required paperwork in ECMCC's Electronic Consumer Record (ECR) within 24 hours of the date of service. 11. Attend Agency's in-service training and staff meetings as well as any other Agency-related activities as instructed. 12. Participate in maintaining a neat, clean, and safe work environment. 13. Perform other job-related duties as assigned by the supervisor. 	
EDUCATION & TRAINING	
<ul style="list-style-type: none"> • Must be a New York Certified Recovery Peer Advocate. • Life experience may be considered in lieu of, in full or part of academic credentials. <p>Associate degree in Human Services OR Bachelor's degree in Human Services</p>	
KNOWLEDGE & EXPERIENCE (if required)	

Associate Degree requires three (3) years' experience working in Human Services or must have two (2) years paid experience working as a peer in a Peer Run Agency.

Bachelor's degree requires one (1) year of experience working in a Human Services setting.

SKILLS & ABILITIES

- Must be able to type at least 35 words per minute.
- Candidates must have reliable transportation to travel independently throughout Erie County.
- Former substance use individuals in substantial recovery are encouraged to apply.
- Must have an intermediate level of knowledge of computers including the use of Excel spreadsheets, databases, word processing, and networks.
- Perform in a professional, conscientious, and efficient manner for the purpose of ensuring a better quality of life for persons with disabilities.

WORKING CONDITIONS

WORK ENVIRONMENT	Office/ Community
PHYSICAL DEMANDS OF THE JOB	Sitting for extended periods of time. Occasional lifting of not more than 15 pounds.
HOURS / SHIFTS	37.5 – 40 hours per week. M – F 8:30 am – 5:00 pm. Overtime is rarely required. Salary \$42,000 - \$45,800
CLASSIFICATION	Full-time, salary, non-exempt, Professional staff.
BENEFITS	Agency provided group health insurance. Vision, dental, life, supplemental insurances available. PTO and paid holiday package. 403(b) retirement with Agency match. Employee Assistance Program
OTHER	Western New York Independent Living, Inc. values employee safety and follows all recommended NYS required Infectious Disease Prevention Protocols. Western New York Independent Living, Inc. is an Equal Opportunity Employer. Reasonable accommodations will be made for people with disabilities. Western New York Independent Living, Inc. is a scent-free Agency.

POSTING INFORMATION

Closing Date: January 12th, 2026

Cover Letter and Resume Required to:

Human Resources Department
WNY Independent Living, Inc.
3108 Main St.
Buffalo, N.Y. 14214
employment@wnyil.org