

**GENESEE/ORLEANS COUNCIL ON ALCOHOLISM AND SUBSTANCE ABUSE, INC.**

**JOB VACANCY**

**REENTRY RECOVERY STAFF**

**SUPERVISORY RELATIONSHIPS:**

This position is under the supervision of the Reentry Coordinator.

**DESCRIPTION OF DUTIES AND RESPONSIBILITIES:**

Reentry Recovery Staff provides support to and supervision of residents residing in GCASA's Reentry Recovery Housing which provides short-term housing to people with substance use disorder who have been recently released from incarceration. This position includes supporting people in their recovery using peer-like coaching support and via community linkages. Duties include but are not limited to: Staff reentry recovery houses. Work as part of a comprehensive team to ensure staff coverage daily. Provide peer-like coaching support to reentry recovery house residents daily throughout the shift and to other reentry program participants as directed. Support and enforce house rules and the residency agreement. Work with the Reentry Coordinator and Reentry team to determine appropriateness of referrals and assist with house intake, orientation, and discharge procedures. With support from the Reentry Coordinator and Case Manager, support residents in determining and carrying out their plans for the day, week, etc. Assist residents in the carrying out of daily household tasks including but not limited to the removal of trash, laundering of bedding and other textiles, and the cleaning and disinfecting rooms throughout the house daily. This will include staff participating in cleaning activities. Conduct ongoing and routine safety checks or 'rounds' during shifts which helps to ensure overall safety as necessary. Assist residents and other reentry participants in navigating community services as well as communicate with referral sources to ensure care coordination. Although stationed in the reentry house, this position may require providing transportation to or from client appointments. Work as liaison between community agencies and residential services when requested. Conduct room searches if need arises as determined by a supervisor. Take part in Reentry team meetings and other GCASA and services provider meetings when requested by the supervisor. Maintain shift log per scheduled shift and communicate with other team members regarding daily events and/or concerns. Write notes in TenEleven on interactions with and support for residents and other reentry program participants. Attend training sessions in order to expand and enhance knowledge and skills and assist in training of new staff members or student interns. Be punctual and prepared for all daily shifts, duties, and meetings. At times, certain situations may arise that extend beyond the limits of your job description. With the support of management, you will be expected to work through situations promptly, efficiently, and within the guidelines of the appropriate policy.

Pay Rate: \$15-\$17/hr. Full time= 35-hour work week

**MINIMUM QUALIFICATIONS:**

High School graduate. CRPA-P, CRPA, and/or CARC credential required within 12 months of hire— applicants holding the credential currently or eligible immediately for certification may receive priority consideration. Addiction knowledge required. Lived experience with recovery and/or community reentry strongly preferred. Knowledge of community resources encouraged. Valid NYS driver's license strongly preferred and reliable method of transportation required. Pre-employment background/post offer drug screening required for external hires.

**SKILLS AND KNOWLEDGE REQUIRED:**

Must possess a strong desire to positively support people with substance use disorder reenter the community after incarceration. Must possess strong interpersonal skills, communication, and engagement skills. Computer skills required, experience with Microsoft programs. Must be able to perform expected duties in an independent and self-directed manner and also to act as a valuable team player. Must be flexible in order to meet the needs of residents, the program, and leadership.

**AMOUNT OF TRAVEL AND OTHER SPECIAL CONDITIONS OR REQUIREMENTS:**

Local travel within the tri-county region will be required. Travel outside of the tri-county area may be required periodically. Must be active addiction free, including tobacco. Pre-employment background check/post offer drug screening required.

**LOCATION:** 436 East Main Street, Batavia

**FOR MORE INFORMATION OR TO APPLY:**

Apply online with a cover letter and resume to:

GCASA, Attn: Human Resources

430 East Main Street

Batavia, NY 14020

Phone: 585-815-1801

Email: [kcorcoran@gcasa.org](mailto:kcorcoran@gcasa.org)

**POSTED:**

6/13/2023

**DEADLINE:**

ASAP

Genesee/Orleans Council on Alcoholism and Substance Abuse does not discriminate on the basis of race, creed, color, national origin, sexual orientation, age, disability, or marital status as decreed by Law, and is in compliance with Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973.