



HARMONY ACADEMY

Recovery Mentor Job Opening

Job Description: Seeking a Recovery Mentor to work with adolescents in recovery at the recovery high school. The Recovery Mentor is responsible for facilitating and providing support and accountability for students enrolled at Harmony Academy. This position requires observation, communication, and intervention skills to support students, families, teachers, and members of the Harmony team.

Agency Description: Harmony Academy is a public school serving youth ages 14-21 in recovery from substance use disorders. We serve youth from over 17 school districts in the tri-county Portland area.

Application Process

To apply, email a statement of interest and a resume to harmony.academy.careers@gmail.com. Please clearly describe in your email why you want to work with adolescents in recovery.

JOB TITLE	RECOVERY MENTOR
REPORTS TO	DIRECTOR OF PEER SERVICES
DEPARTMENT	HARMONY RECOVERY TEAM
PAY RATE	\$19.00-\$22.00 DOE with excellent benefits

Minimum Qualifications:

Certification through MHACBO (CRM at minimum)

Experience working in a substance use recovery program or in an educational setting with students who have unique needs.

Desired Qualifications:

Bachelor's Degree in Social Work, Education, Psychology or related field.

PRIMARY PURPOSE

The Recovery Mentor is responsible for facilitating and providing support and accountability for students enrolled at Harmony Academy. This position requires observation, communication and intervention skills to support students, families, teachers and members of the Harmony team.

Essential Requirements

1. This position requires at least a CRM and a desire to work with youth.
2. Two-years of non-profit is preferred but not required.
3. 2 years in recovery from substances.
4. Must have reliable transportation or maintain a valid driver's license for the state of residency and have a driving record permitting coverage under the corporate liability policy. If driving a personal vehicle for work purposes must also have and maintain personal auto liability coverage. All employees driving for work purposes, regardless of whether driving a personal or agency vehicle, must complete the agency's driving approval process before they drive for work.
5. Understanding of multiple pathways to recovery and recovery support services.
6. Ability to effectively use most features of Google Drive, Google Calendar, Gmail, Microsoft Office.
7. Strong clinical note-taking skills, documentation, and ability to meet reporting deadlines.
8. Practical knowledge of recovery support service delivery, including peer-delivered services, trauma-informed care,
9. Ability to work independently and as a team player.
10. Lived experience related to the population being served.
11. Able to establish and maintain professional boundaries while providing supportive services and building trusting relationships with clients, staff and community partners.
12. Excellent communication, trauma-informed approach and conflict resolution skills.
13. All work performed shall be in alignment with the philosophy, mission, and values of Harmony Academy Recovery High School.
14. Must be dependable, flexible and punctual, and exhibit strong time management skills.
15. Must demonstrate emotional maturity and stability.
16. Able to clearly articulate information to people of varying cultural, linguistic, and educational backgrounds.
17. Able to problem solve and develop creative approaches.