Family Recovery Support Specialist Job Description

**Pay Range:** $22.84-$28.99  
**Reports To:** Family Treatment Court Program Supervisor  
**Hours:** Flexible Hours, including potential weekend hours with a total work week of 35 hours

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**
Engage and retain participants to Family Treatment Court program using experiential knowledge and motivational interviewing techniques. Act as a liaison (bridging, brokering/negotiating, partnering) between individual participants, family members, FTC team members, and treatment organizations to eliminate obstacles to recovery and child well-being.

Provide assertive linkages to communities of recovery and treatment agencies through transportation assistance, accessing public benefits, concrete resources, attendance at treatment intakes and sober support meetings, and sober leisure events. Provide recovery-focused skill training and connections aimed at full community participation (education, employment, housing, leisure, budgeting, worship and pro-recovery family and social relationships).

Assess concrete needs of the child during reunification and assist in obtaining needed resources. Assist parents in coordinating, scheduling and obtaining children’s services, including attending IEP meetings, doctor’s appointments, calling providers and empowering parents to advocate for their child’s special needs.

**EDUCATION/EXPERIENCE:** In recovery from drugs and alcohol with a minimum of two years sobriety and history of service work in the recovery community. Experienced based knowledge of recovery and the recovery community. Specialized training or work experience as a peer partner or recovery coach in the field of chemical dependency, mental health, children’s services, and/or child welfare setting strongly desired. Preference will be given to former participants in a Family Drug Court program. Must have experience interacting with multi-cultural populations.

**KNOWLEDGE REQUIRED:** Knowledge of King County’s child welfare, chemical dependency and mental health system and available resources for King County residents, confidentiality requirements as it applies to mental health and chemical dependency information, strengths-based communication techniques; ecology of recovery understanding. Maintain a current and working knowledge of community and social services and referral procedures.

**LANGUAGE/COMMUNICATION SKILLS:** Able to communicate effectively both orally and in writing. Able to apply effective interpersonal skills toward client engagement. Able to follow oral and written instruction. Knowledge of and able to use proper English grammar and spelling. Skill in working with diverse populations and/or emotional situations with cultural sensitivity. Able to make effective assessments through active listening and able to match participants to services through strength-based analysis. Able to establish positive relationships with clients, collateral contacts, and interacts effectively with the court in conveying and exchanging information.