



Wellness Peer Navigator

www.tgpdenver.org

About The Gathering Place:

Founded in 1986, The Gathering Place (TGP) is the only daytime drop-in center in metropolitan Denver that serves women, transgender individuals, and their children who are experiencing poverty, many of whom are also experiencing homelessness. We are a community of safety and hope where positive relationships, choice, and essential resources transform lives. We believe deeply in the power of our community and continually work to make it stronger. We also believe in hope as an important change agent and hold hope for everyone. Our key values include recognizing individual strengths, building respect and trust, and offering unconditional acceptance. We refer to the people who access programming and services at TGP as “members,” to reflect our community-centered and inclusive practices.

This position reports to: Wellness Program Manager

Department: Programs and Services

FLSA Exemption Status: Non-exempt, full-time

Position Overview:

The Wellness Peer Navigator works as a member of the Wellness team in the Peer Recovery Program to provide recovery support services and service navigation to members at The Gathering Place. The Wellness Peer Navigator helps members who may be in various stages of recovery from trauma, homelessness, substance abuse and mental health issues. By providing support, encouragement and connection to resources the Wellness Peer Navigator helps members to meaningfully engage in their own recovery process towards wellness, recovery and greater stability. The Wellness Peer Navigator supports the Wellness Program in providing direct services to members. Navigators should come to this position with lived experience as described below.

Lived Experience: This person has personal experience with substance misuse and/or mental health conditions, but is now maintaining stability. They are in recovery and can model recovery for others. This position will be most successful if the Navigator has personal experience with mental health resources and/or substance treatment services in the Denver Metro Area.

Essential Duties/ Responsibilities:

- Complete intakes, assessments and set goals with members ready to engage in recovery services

- Work in partnership, meeting regularly, with members to achieve self-directed goals
- Help members find referrals for mental and physical health support. Keep resources and referrals up-to-date
- Give members information about support groups and specialized providers
- Help members fill out paperwork and forms
- Build relationships with members grounded in safety and hope
- Support and encourage members who are upset or would like to talk
- Help members access in-house services such as pregnancy tests and reading glasses
- Is knowledgeable about other TGP programs and services and makes appropriate internal referrals
- Work directly with providers that come to TGP and encourage members to use services (e.g., COVID clinic, HIV screening, Denver Health Patient Navigators and others)
- Attend weekly community meetings to announce Wellness programs and services
- Enter basic data such as group attendance and services provided in a timely manner
- Maintain confidentiality of all members
- Participate in Wellness and Recovery Services meetings
- Attend trainings
- Demonstrates respect, cultural competence and knowledge of trauma informed care in interactions with TGP members, staff and collaborative partners
- Regularly participates in supervision
- Other duties as assigned by the Wellness Program Manager

Job Qualifications:

Knowledge, Skills and Ability:

- Basic computer skills, including use of internet, email, and word processing programs
- Familiar with service programs in the Metro Denver area
- Good customer service skills
- Able to maintain professional and appropriate boundaries
- Able to maintain confidentiality
- Able to communicate clearly and calmly
- Able to set limits with members in a firm but respectful way
- Able to prioritize when faced with many tasks at once
- Able to work with a diverse community
- Able to give and receive constructive feedback
- Bilingual Spanish and English speaker preferred
- Successful completion a Peer Specialist/Coach training preferred

Education or Formal Training

- Minimum of high school diploma or GED.

Experience:

- Previous nonprofit experience a plus.
- AED/CPR/First Aid Certification a plus

Physical Activities:

- Must be able to remain in a stationary position 50% of the time.
- The person in this position needs to move about inside the office to access file cabinets, office machinery, etc.

- Constantly operates a computer and other office productivity machinery, such as a calculator, copy machine, and computer printer.
- The person in this position frequently communicates with members and community partners via telephone, email, and in person. Must be able to exchange accurate information in these situations.
- Frequently moves equipment and supplies weighing up to 25 pounds across the building for various needs.
- Occasional travel within the Denver Metropolitan area is required. If transportation is by driving a personal vehicle, you must have a valid, current driver's license recognized by the State of Colorado and carry personal auto insurance with minimum coverage amounts specified by The Gathering Place's liability insurance carrier

Five Key Attributes for Hiring at The Gathering Place:

- Positive and willing to learn
- Collaborative
- Open-minded and committed to diversity
- Provider of excellent customer service
- Dedicated to mission

Compensation:

Salary range is \$14.94- \$16.60/hour depending on skills and experience. The Gathering Place offers medical, dental, vision, and life insurance plans, a 403(b) retirement savings plan, a flexible work schedule, generous paid time off (vacation, sick, and holiday time), and a long-term disability plan.

To Apply:

E-mail or mail resume and cover letter to: Becca Smith, Human Resources Manager
Becca@tgpdenver.org
1535 High St.
Denver CO, 80218

No phone calls please.

The Gathering Place is an equal opportunity employer and is committed to a policy of non-discrimination and equal opportunity for all qualified applicants without regard to race, color, gender, national origin, sexual orientation, religion, age, disability, gender variance, gender expression, marital status, citizenship, creed, ethnicity, veteran status, ancestry and any other protected classification. Applicants of any and all backgrounds are encouraged to apply.