

CORAM DEO RECOVERY

Job Description

Job Title: Driver (10 hours per week)
Reports To: Executive Director
FLSA Status: Non-Exempt
Prepared Date: December 18, 2018

POSITION SUMMARY

Our Back to Work program is looking for a Driver for a volunteer position. The Driver is to be responsible a variety of transportation needs. Drivers will be responsible for running errands, driving to meetings as needed, DSS, pick up new residents, transporting to treatment and any other transportation that may be required.

For this position, the 10 hours per week includes one evening meeting that is mandatory.

PRIMARY DUTIES AND RESPONSIBILITIES

- Driving to run errands
- Driving to meetings as needed
- DSS
- Picking up new residents
- Transportation to treatment
- Any other Transportation that is required

QUALIFICATIONS

The requirements to perform the essential duties and responsibilities of the Driver position are outlined below.

Experience & Education

- Has personally experienced a substance disorder. Is or has been a recipient of substance disorder related services.
- High school diploma or GED required or working towards.
- Completion of certification for Certified Recovery Coach preferred.

Other Requirements

- Bilingual or multi-lingual skills appropriate to the client population served are preferred.
- Valid CT driver's license.
- Background check.
- Driver training at <https://www.myimprov.com/defensive-driving/connecticut/>

Requisite Competencies

- **Addiction/Recovery Management:** Demonstrated knowledge of addiction and recovery management techniques/models along with community, social, and health resources, particularly substance abuse, mental illness, and addiction-related resources. Proven knowledge and experience with the 12 Steps process.
- **Mentoring and Coaching:** Understanding of and respect for each individual's unique path to recovery. Promote client choice and self-advocacy. Demonstrated ability to share personal recovery experiences and help clients see any discrepancies between present behavior and planned goals.
- **Communication:** Effective verbal and written communication skills in facilitating client interactions.
- **Relationship Management:** Develops authentic and supportive peer-to-peer relationships. Demonstrated ability to work with clients with persistent recovery challenges.
- **Cultural Competence:** Demonstrated ability to recognize and adjust support services to cultural and ethnic differences.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. This position may involve frequenting various community places.