



Milkweed Connections – Comprehensive Community Services Provider

Role Description

Comprehensive Community Services (CCS) providers work with community-based support programs for children and adults with mental health, trauma, and substance use backgrounds. They assist service recipients in choosing, obtaining and keeping healthy lifestyle goals related to SAMHSA's eight dimensions of wellness (emotional, environmental, financial, intellectual, occupational, physical, social, and spiritual). Milkweed Connections team members also share responsibility for business upkeep and decision-making, and commit to upholding our mission, vision, and core values.

Job Duties

- Assist service recipients in identifying health and wellness related goals.
- Using a variety of methods tailored to the individual, move through the process of reaching health and wellness related goals.
- Empower and encourage service recipients to advocate for themselves when faced with challenges.
- Compile and share wellness and healthy lifestyle resources with service recipients.
- Use self-disclosure when appropriate for support.
- Complete documentation as required.
- Maintain privacy and confidentiality.
- Attend necessary meetings with service facilitators and co-workers.
- Maintain regular communication with service recipients and co-workers via phone, text, email, or in-person meetings.
- Complete required training and ongoing education.
- Prepare for and attend Milkweed meetings and retreats.

Experience, Skills and Attributes

- Experience participating in a wellness or recovery process
- Experience working with people from diverse backgrounds, or training in cultural awareness
- Good interpersonal communication skills
- Good listener
- Hopeful and encouraging approach
- Respectful and non-judgmental attitude
- Able to establish boundaries when needed
- Basic computer and smartphone skills (email, text, creating documents, etc.)
- Willingness to work outside of regular business hours, as needed
- Willingness to learn new skills and best practices to meet changing demands of mentoring and business ownership
- Individuals from historically underrepresented and marginalized communities are encouraged to apply

Training and education

Certification, related education or experience in one or more of the following areas is preferred:

- Peer support/peer mentoring
- Certified Peer Specialist
- Nutrition
- Physical fitness
- Substance use recovery/AODA
- Trauma-informed practices
- Wellness Recovery Action Plan
- Intentional Peer Support (IPS)
- Emotional CPR (eCPR)
- Alternatives to Suicide
- Hearing Voices Network
- Stress management
- Meditation/mindfulness practices
- Other related integrative health and wellness recovery practices

About Milkweed Connections

Organizational Structure

Everyone who works for Milkweed Connections is a co-owner of the business and is self-employed. These facts mean that each team member has responsibilities that go above and beyond conventional employment. All team members are expected to contribute to the functioning and well-being of our business as well as manage the details of their self-employment. We have designated team members who manage administrative tasks such as referrals, invoicing, financial management, and so on. However, the larger vision and strategic planning for Milkweed is held by all team members on an equal basis.

We operate with shared decision-making. We have a Coordinating Team and an Administrative Team for managing day-to-day logistics and decision-making, but we are committed to a non-hierarchical business model. There are no bosses at Milkweed; we offer each other support and assistance in a spirit of mutuality. For many people, this requires a paradigm shift in how to approach one's workplace and co-workers, since most workplaces are not organized in this way. Prospective team members must have a willingness to learn about our process and to shoulder both the empowerment and responsibility of working within shared decision-making.

Vision and Mission

We envision a transformed culture built on mutual respect in which all people have the right to choose their own paths to healing and wholeness.

Our mission is to break down the barriers that keep people from living full and meaningful lives. We do this by building authentic human connections, advocating with the people we support, and creating opportunities for holistic and lasting health.