



## PEER RECOVERY SPECIALIST ACADEMY APPLICATION

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**TRAINING DATES I AM APPLYING FOR:**                      **November 5th - 9th 2018**

**I AM APPLYING AS:**

RIH Volunteer \_\_\_\_\_ Employee of an Organization \_\_\_\_\_ Other (please specify) \_\_\_\_\_

### **A. GENERAL STATEMENT OF ELIGIBILITY**

People in recovery or employees of recovery organizations who are interested in becoming a Peer Recovery Specialist must apply to Recovery Is Happening (RIH) for initial screening and be approved by the RIH Peer Recovery Specialist Academy Selection Committee. Qualified candidates are selected for the training based on their completed application, interview and ability to meet the training guidelines.

### **B. QUALIFICATIONS**

The *minimum* qualifications for a Peer Recovery Specialist Academy participant are:

1. High school diploma or GED
2. Strong reading comprehension and written communication skills as indicated by responses during the application process
3. In recovery from alcohol or other drug addiction with 1 year of problem free recovery (*RIH Volunteers ONLY*)
4. Be willing to self identify as a person in recovery or as a member of the recovery community (e.g. ally, professional, family member) for the benefit of others
5. Demonstrated participation in advocacy and/or personal knowledge of recovery
6. Agree to respect and observe the RIH Peer Recovery Code of Ethics



## **E. WRITING SAMPLE**

Each Applicant must submit a writing sample explaining why he/she should be selected to participate in the Recovery Coach Academy. Please include your value system, leadership skills that you possess, your ability to demonstrate and promote recovery and any advocacy or work done in the community. You may use RIH's Peer Recovery Specialist Academy's mission, vision and values statements as a reference document (see below). This essay should be no more than one page, double spaced, 12 point font and must be completed by the applicant and submitted with the application.

### **Peer Recovery Specialist Academy Vision, Mission and Values**

#### ***Vision***

Recovery Is Happening envisions a world where recovery from addiction to alcohol and other drugs is understood, promoted, embraced, and enjoyed and where all who seek it have access to the support, care, and resources they need to achieve long\_ term recovery.

#### ***Mission***

The Peer Recovery Specialist Academy mission is promoting long term recovery from substance abuse disorders by providing experienced peer support and advocating for self directed care.

#### ***Values***

- **Wellness**

We believe recovery is a pathway to wellness.

- **Hope**

We believe hope is an essential component to long-term recovery.

- **Equity**

We believe that all people deserve to be treated with compassion, dignity, and respect.

- **Service**

We believe in providing opportunities to positively impact individuals, families, and communities.

- **Inclusiveness**

We believe and embrace that there are many pathways to recovery.

**F. REFERENCES** *(APPLICANTS: Please share the information below with your references)*

Each Applicant must submit two (2) reference letters that will attest to the applicant’s appropriateness for being a Peer Recovery Specialist. A PRS is someone with personal experience in recovery and/or a professional that assists others seeking to initiate or maintain recovery. Also, feel free to reference the RIH's Peer Recovery Specialist Academy’s mission, vision and values statements.

The reference letters should also comment on the applicant’s years of recovery by addressing the applicant’s length of recovery and any activities such as volunteer work, sponsorship, etc. that the applicant pursues surrounding recovery. References are asked to share their thoughts, with examples if available, on the applicants ability to demonstrate leadership qualities as it related to recovery; describe how the applicant is working a quality recovery program; how the applicant works with diverse groups of people; how the applicant conveys hope to others regarding recovery; and anything else the reference would like us to know about the applicant.

This reference letter can come from a sponsor, counselor, accountability partner, faith-leader, friend or co-worker. One reference should identify as a person in long-term recovery and at least one reference letter must specifically address the candidate’s understanding and belief in recovery and the ability to convey such to others.

Reference letters can be submitted with the application.

Name of Reference	Relationship to You	Years Known	Contact Information
			Phone:  Best time to call:  Email:
			Phone:  Best time to call:  Email:

## **G. Recovery Is Happening's Peer Recovery Specialist Code of Ethics**

PRS acknowledge and follow these ethical statements. The principles below will guide me in my role as a Recovery Coach, as well as in my relationships and levels of responsibility in which I function.

1. My primary obligation and responsibility is my recovery. I will immediately contact my supervisor if alcohol, drug use, or anything else gets in the way of my recovery.
2. Recovery is guided by self-determination. I assist others in achieving their needs and goals. This includes advocating for the decisions of the peers regarding professional and other services.
3. I will support the Faces and Voices of Recovery Bill of Rights for each person that I serve.
4. I advocate for the integration of peers into self-selected recovery communities and will promote the individual's inherent value to those communities.
5. I act in accordance with the law.
6. I affirm the dignity of each person that I serve.
7. I provide recovery services regardless of someone's age, gender, race, ethnicity, national origin, sexual orientation, religion, marital status, political belief, language, socioeconomic status or mental or physical condition. If differences that impact the motivation for recovery occur, I seek consultation and, if necessary, make a referral to another recovery support.
8. I never use physical force, verbal or emotional abuse; intimidate, threaten, harass, or make unwarranted promises of benefits.
9. I share my lived experiences to help others identify resources and supports that promote recovery.
10. I respect the privacy of those I serve and I will abide by confidentiality guidelines as required by the law.
11. I never engage in sexual or intimate relations with peers that I serve.
12. I do not accept gifts of significant value from people that I serve.
13. I do not lend to, or borrow from, the peers that I serve.
14. I improve my recovery service knowledge and skills through ongoing education, training and supervision.

*The above principles will guide me in my role as a Peer Recovery Specialist, as well as in my relationships and levels of responsibility in which I function.*

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Name (typed or printed)

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Date

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Signature

H. **(FOR RIH VOLUNTEERS ONLY) Peer Recovery Specialist VOLUNTEER AGREEMENT**

**PEER RECOVERY SPECIALIST VOLUNTEER AGREEMENT**

I, \_\_\_\_\_, agree to  
(Print Full Name)

volunteer **40 hours** as a Peer Recovery Specialist (PRS) with Recovery Is Happening's (RIH) PRS program, within one year of completing my training as a PRS, in lieu of the \$795 Peer Recovery Specialist Academy (PRSA) training fee.

By signing this, I am agreeing to the following:

1. At minimum, completion of all required paperwork associated with RIH's Peer Recovery Specialist program. This includes but not limited to: regular and timely communication with RIH staff regarding your Peer Recovery Specialist volunteering and logging volunteer hours into Volgistics (online database).
2. Reading and agreeing to comply with the RIH Volunteer Handbook's Policies and Procedures. (Hard copy will be given at training)
3. Completion of a background check. (Completed during training)
4. Maintaining, at minimum, monthly contact with the RIH staff coordinating Recovery Coaching volunteers via email or phone.
5. Immediately contacting appropriate RIH staff if I cannot follow through with my commitment to volunteering as a PRS with Recovery Is Happening.

If I am unable to fulfill the requirements of Recovery Is Happening's Peer Recovery Specialist Volunteer Agreement, I will contact Recovery Is Happening to discuss options for reimbursement to RIH of the training fee (\$795).

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Volunteer Signature

Date

I. **(FOR EMPLOYEES OF ORGANIZATIONS ONLY)** \* Skip this section, if you are applying as an RIH Volunteer.

***\*Employees of organizations do not qualify for the volunteer scholarship, meaning an organization that is requesting their employee attend this training may not use the scholarship in lieu of payment.***

The fee for attending the Peer Recovery Specialist Academy is \$795 and includes all training materials, snacks and lunch each day.

Complete the following to ensure an invoice for the Peer Recovery Specialist Academy can be sent to the right person in your organization.

Name of Organization: \_\_\_\_\_

Name of Person Attending Training: \_\_\_\_\_

Name of Person Invoice is Sent To: \_\_\_\_\_

Address: \_\_\_\_\_

City

State

Zip

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**J. COMPLETED APPLICATION CHECKLIST**

Prior to submitting your application for the Recovery Coach Academy training, please use this checklist to ensure you have included all required materials for a complete application.

- \_\_\_\_\_ Peer Recovery Specialist Academy Application document with Sections C, D, and G completed. If you are a RIH Volunteer, also include Section H and if an Employee of an Organization, include section I.
  
- \_\_\_\_\_ A Writing Sample (highlighted in Section E of the Peer Recovery Specialist Academy Application document)
  
- \_\_\_\_\_ 2 Letters of Reference (highlighted in Section F of the Peer Recovery Specialist Academy Application)
  
- \_\_\_\_\_ Peer Recovery Specialist Code of Ethics signed and dated

***Completed applications are due to RIH by November 1, 2018 by 5 p.m.***

***NO EXCEPTIONS!!!***

***Send completed applications to:***

**Mail:** Recovery Is Happening  
Peer Recovery Specialist Academy  
Application  
25 16th St. NE  
Rochester, MN 55901

**Email to:** info@rih.me

**Fax:** 507-361-2404

***You will receive an email or phone confirmation upon receipt of your application.***