



**JOB DESCRIPTION  
SENIOR PEER SUPPORT**

**Title:** Senior Peer Supporters (SPS)  
**Department:** Volunteer Services  
**Job Classification:** Volunteer  
**Supervisor:** Director Social Services  
**LCSW / MFT:** Program Manager

**Typical Physical Demands:** Sitting, standing, climbing steps, driving a vehicle, walking, ability to write, ability to lift up to 25 pounds, exposure to cigarette smoke, pets and extreme home conditions.

**Typical Work Conditions:** Job is generally performed within a client's home environment, but also includes driving to the specific location where cases are individually assessed.

**Essential Job Functions:** SPS should be at least 55 years of age and able to work with a diverse population including seniors of poor socioeconomic status, physically handicapped, mentally ill, drug and alcohol dependent. SPS will conduct home visits weekly for 12 one-hour sessions while developing a care solution plan with the client's approval. Follow-up with progress reports and maintain all paperwork necessary for case management files according to COA Case management Policy and Procedures Manual. If a senior needs more support, the SPS can provide up to 24 one hour sessions. SPS will be responsible for only one client at a time and attend regular weekly meetings.

**Essential Job Qualifications, Experience and Skills:** Ability to work under the direction of the Director of Volunteer Services and supervised by an LCSW (or) MFT, have a professional demeanor, good customer skills, standards of accuracy, ability to follow proper procedures, must pass a criminal background check, possess a CA Driver's license and proof of auto insurance. 35 hours of training is required and weekly attendance of supervised group support with the Director of Volunteer Services and a Licensed Clinical Social Worker (or) Marriage and Family Therapist.

(Rev. 1/22/2019)