



Help People... Restore Hope... Change Lives!

PO Box 306 — Missoula, MT — 59803

## PEER SUPPORT SPECIALIST JOB DESCRIPTION

### Reports to:

Director and Program Manager of The Grace House

### Purpose:

Daily operations for The Grace House will be conducted by Peer Support Team Member with Hope Rescue Mission. Peer Support Staff will be there to provide oversight, assistance and reassurance to participants of Grace House, relating as a sister in Christ, maintaining a safe atmosphere within the Shelter structure, while speaking truthfully with love.

### Responsibilities and Expectations:

The Peer Support Team Member is expected to maintain a consistent presence at The Grace House, being willing and available to provide godly, honest, and kind support to center participants, focusing on both goal progression and relational growth.

- The representative will be required to work 30 hours Friday-Sunday
  - Excellent communication
  - Able to independently problem solve
  - Strong team player and able to work independently with minimal oversight
- Ensure that all requirements for maintaining a safe and healing environment are met
- Embrace and teach our grace-based philosophy of ministry
  - Uphold Center Rules and Expectations, redirecting program participants as needed.
- Demonstrate a solid Christian foundation in the light of Colossians 3:17 “ and whatever you do or say, do it as a representative of the Lord Jesus, giving thanks through him to God the father.” & Colossians 3:23 “ Whatever you do, work at it with all your heart as working for the Lord.”
- Provide house supervision and ensure all household tasks are completed.
  - Communicate with the team (The Director, The Director’s assistant, and the Resident Assistant) including maintaining up-to-date notes in the Daily Log.
  - Provide honest feedback with grace as a vital member of the Center Team (Eph. 4:15).
  - Seek and participate in opportunities for personal and/or Team growth.

### Required Qualifications:

- Emotionally strong and compassionate to handle a variety of situations on the front lines of human needs
- Mature in the Christian faith
- Detailed, organized, with good communication skills
- Able to demonstrate crisis management and conflict resolution in a Christ-like manner, and assist residents in doing so
- Personal boundaries, interpersonal skills, and an energetic, uplifting personality

### Preferred Qualifications:

- Proven experience and effectiveness in helping women in crisis or recovery

“To serve, Rescue, and transform  
those in greatest need by the grace of Jesus Christ”