



PEER LEADER RESIDENT

Job Description

Loudoun Serenity Men's House, opening in **Summer 2021**, is seeking a live-in, **Peer Leader Resident** to help facilitate the support, management, and supervision of fellow residents' overall activities of a sober living home located in Leesburg, VA. **NOTE:** Responsibilities can be performed on a part-time basis and candidate may work another part-time or full-time job.

REPORTS TO: Men's Operations Chair, Loudoun Serenity House

OVERALL RESPONSIBILITIES:

The Peer Leader Resident will:

- Serve as a mentor to residents to promote hope and empowerment in their recovery process.
- Monitor residents' compliance with sober living policies and procedures.
- Increase awareness and support of fellow residents' access to and participation in self-help programs and other organizations that provide recovery resources and support.
- Act as informal educator to other team members to facilitate understanding and empathy
- Assume leadership role in resolving resident conflicts as they arise.
- Oversee testing of any resident suspected of using a mood-altering substance, and subsequent discharge of any resident who tests positive.
- Manage and secure residents' access to medications box.
- Assign, monitor, and track residents' timely completion of indoor and outdoor chores.
- Conduct weekly bedroom and common area checks for compliance with house cleaning requirements and repair needs.
- Reside at the home 5 nights minimum: 10p.m. weeknights / 11pm weekends - 6:30am.
- Lead daily morning meditation/reading (based on work schedule)
- Lead Monday night weekly house meeting.
- Attend Wednesday evening Recovery meeting with the residents.
- Conduct and document monthly fire drills and maintain written records of the results.

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- Schedule and conduct intermittent shopping trips for supplies as needed.
- Participate in monthly community service event with fellow residents.
- Coordinate collection of weekly rent payments from fellow residents.
- Provide ad hoc reporting as defined or tasked by LSH Board or management.

QUALIFICATIONS:

Candidates for the Peer Leader Resident position must have:

- H.S. diploma
- Proficiency with Microsoft Word, Excel, and PowerPoint.
- Minimum 3 years of sobriety using a 12-step program/approach in AA or NA.
- 2 years proven leadership / management of a team / group.
- 2 years of demonstrated experience utilizing strong communication and interpersonal skills.

COMPENSATION

In addition to being provided a free room/apartment located in the house, the Peer Leader Resident will be paid a weekly stipend.

HOW TO APPLY:

If you meet all the mandatory requirements and are interested in applying, please provide a resume and cover letter introducing yourself. The cover letter should include answers to the following questions:

1. Tell us about your interest and personal experience in a substance abuse field or recovery program? And how that relates to applying for this position?
2. Give us an example of a time in your experience where you demonstrated high standards of personal conduct and adherence to a professional code of ethics?
3. In your experience managing or supporting a substance abuse situation, provide us with an example how you dealt with conflict or anxiety from one or more residents/members (which can often occur) and your specific role in that situation.
4. Why are you interested in this position?

The hiring committee is not looking for “right or wrong” answers to these questions, but rather how they apply to your experiences and to give us a better sense of your management style.

Please forward your cover letter and resume to Rob@loudounserenity.org. Any questions should also be sent to Rob@loudounserenity.org.

Loudoun Serenity Men’s House is affiliated with the Loudoun Serenity House and is a 501(c)(3) non-profit organization. The Loudoun Serenity House mission is to provide safe, supportive and affordable residential services to men and women striving for their best life, a substance free life, free from dependency on alcohol and drugs.

Please visit <https://www.loudounserenity.org> for more information or to make a tax-deductible donation.

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