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Patti L. Walker, M.S.W.

President

South Central Peer & Employment Services (SCPES) offer the opportunity of an internship to people in long-term recovery from mental illness and/or substance use to learn how to become a Recovery Support Specialist. Applicants with a history of substance use need to be consistently clean/sober for at least one year prior to internship and have a strong recovery base.

The successful completion of the internship **does not** guarantee job as a Recovery Support Specialist. However, SCPES presently employs 35 RSS' and is always looking to expand.

A Recovery Support Specialist is someone who can share his or her own recovery experience and stories to assist people in early recovery to make progress in restarting their lives.

However, there are also job responsibilities that need to be fulfilled and an assessment during the internship will evaluate whether these duties can be performed.

Attached is a reference form that must be filled out by someone that knows you and who is not a relative or friend.

**Applicants MUST have a Driver's License and High School Diploma/GED to qualify for an internship.**

Please attach a resume.

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

E-mail: \_\_\_\_\_

Number of months or years in Recovery: \_\_\_\_\_ Are you a veteran? \_\_\_\_\_

Do you have a valid CT driver's license? \_\_\_\_\_ Are there any languages you speak fluently? \_\_\_\_\_

Have you been treated for a mental illness? \_\_\_\_\_ Have you received treatment for substance use? \_\_\_\_\_

How did you hear about this program? \_\_\_\_\_

Please list **two** references we can contact **(in addition to the person filling out the attached form)**:

1

2

Name: \_\_\_\_\_

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

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

Connection to you: \_\_\_\_\_

**Please take your time and answer the following questions thoughtfully.**

1. What are your beliefs on the best way to help motivate people towards recovery?

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2. What is our perspective of a strong Recovery Path?

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3. Tell us about any experience you have relating to mentoring or helping others:

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4. What challenges do you feel a person in recovery may face working as a Peer?

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5. What are some things people could do every day to maintain their recovery?

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By signing below, I agree that I understand that peer internships and RSS jobs often involve working with people who may be currently using alcohol to excess or using illegal substances and that people in early recovery often find dealing with such clients may impact one’s own recovery. I have thought carefully about this issue and I believe that I am capable of performing the requirements of this position without compromising my recovery.

I understand that as part of the Peer Internship application, Continuum will conduct a thorough background check and a drug test.

Everything I have reported on this application is true and I agree that SCPES/Continuum can take reasonable steps to verify this information.

\_\_\_\_\_  
Applicant’s Signature

\_\_\_\_\_  
Date

Please send applications to:

Elsa Ward, MS,  
Director South Central Peer & Employment Services  
Continuum of Care  
send application via e-mail, fax or mail.

e-mail: [eward@continuumct.org](mailto:eward@continuumct.org)

Fax: 203-562-1855

Mailing Address: 109 Legion Ave. New Haven, Ct 06519



Hello,

Thank you in advance for taking the time to complete the enclosed reference form.

The individual asking you to complete this form is interested in our Peer Internship Training Program at Continuum of Care that may lead to a job as a Recovery Support Specialist (RSS). Below, you will find a brief description of the program and the capacities that will be expected of the applicant. Your referral is a very important part of this application as it will be considered carefully when selecting interns. Please answer the questions below and email [eward@continuumct.org](mailto:eward@continuumct.org) or fax to 203-562-1855 when completed.

South Central Peer & Employment Services selects participants that have a strong recovery and are seeking to use their growth and recovery to help others. The applicant needs to be strong enough in their own recovery to have the ability to cope with people in crisis or when needing help.

We train people through a rigorous course and an 80 hour site placement internship at various Continuum residences.

This program seeks individuals who:

- Are aware of stigma and willing to face the challenges of it;
- Are willing and able to introduce themselves to a diverse range of individuals as a Peer;
- Are able to complete at least an eight (8) hour shift of work;
- Have a strong work ethic and is willing to learn and utilize skills taught;
- Demonstrate flexibility and open-mindedness;
- Have a willingness to self-disclose to clients about their own recovery;
- Have insight into their own personal “triggers” and stressors and how they relate to the work;
- Have the ability to understand and work with the Harm Reduction Model; Are motivated and dedicated to this training program.

Sincerely,

Elsa Ward, MS  
Director of SCPES

**Reference Request**

Applicant's Name \_\_\_\_\_

Reference Provided by: (Name, Title, Agency):

\_\_\_\_\_  
\_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

In what capacity? (Clinician, Employer, Doctor, etc.) \_\_\_\_\_

\*\*\*\*Please note this reference should **NOT** be from friends or family members.

**Please evaluate this applicant using the scales below – please circle or highlight:**

**Flexibility** (including ability to learn and to manage change):

Inflexible          Sometime Flexible          Flexible          Usually Flexible          Very Flexible

**Outlook** (optimistic and growth-oriented):

Poor Outlook          Fair Outlook          Moderate Outlook          Excellent Outlook

**Reliable** (work ethics: responsible, on-time, dedicated):

Unreliable          Sometime Unreliable          Usually Reliable          Very Reliable

**Motivation** (taking initiative, task-oriented, energy):

Unmotivated          Some Motivation          Moderate Motivation          High Motivation

**Self-Awareness** (insight, ability to self-examine):

Not Self-Aware          Rarely Self-Aware          Moderate Self-Awareness          Very Self-Aware

**Recovery Focused** (self-care, coping skills):

Poor Skills          Some Skills          Moderate Skills          Excellent Skills

**Please write a comment on why you believe this applicant would be a good Recovery Support Specialist should she/he be accepted into the Peer Internship Program.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature \_\_\_\_\_ Contact Number \_\_\_\_\_

Please email ([eward@continuumct.org](mailto:eward@continuumct.org)) or FAX (203-562-1855) to Elsa Ward.

Thank you for your reference.