

## Wellington City Mission

### JOB DESCRIPTION

#### Job title

Peer Support Worker

#### Purpose

- To engage and connect with individuals through understanding and empathy so that meaningful and reciprocal relationships are developed and intentional supports will be explored with manuhiri

#### Specific duties and responsibilities

- Deliver non-clinical and non-coercive support and mentoring that is culturally responsive through using own lived experience learnings.
- To help individuals, and their whanau, to understand and to navigate systems suited to individual needs and preference
- Keep factual case-notes and other records on our database that are accurate and timely

#### Skills, experience & education

Desirable to have Peer Support Qualification. Essential to have experience of how to use own lived experience to engage and support others

#### General duties

- Be punctual and work the hours and times specified.
- Prioritise workload to ensure work of the greatest importance to the business is undertaken with urgency and to a high standard.
- Support and help develop a positive workplace culture.
- Demonstrate excellent interpersonal communication skills.
- Responsibly manage all business resources within accountability levels.
- Undertake all duties and responsibilities outlined in this job description and all other duties as required by the business.
- Comply with all employment obligations.
- Promptly undertake to complete all reasonable and lawful instructions and directions given.
- Serve the business in good faith, promoting and protecting the business's best interests.
- During work time, and such other times as may be reasonably required, dedicate all effort to the execution and fulfillment of the duties, responsibilities, obligations, and instructions related to employment.
- Demonstrate through own actions a commitment to Health and Safety at work when undertaking work or observing others in the workplace.