



Recovery Coach Job Description

Purpose: The Recovery Coach supports individuals in their recovery journey from addiction, providing peer support, mentorship, and spiritual guidance to those in recovery.

Position: The Recovery Coach is a volunteer position with a current maximum of five hours per week and is supervised by the Executive Director or their appointed staff.

Responsibilities:

- **Build** trust and supportive relationships with your clients.
- **Offer** encouragement, prayer (when appropriate), and coaching consistent with the organization's belief.
- **Help** clients identify triggers, challenges, and responses for best outcomes.
- **Connect** clients to community resources when needed.
- **Maintain** accurate documentation and progress notes as required.
- **Participate** in ongoing training and personal growth opportunities.

Qualifications

- **Personal** lived experience with addiction and recovery is preferred.
- **Strong** commitment to the organization's mission and value statements.
- **Recovery** Coach Certification is required. Certification may be completed and sponsored by the Henry County Women's Recovery Center at the discretion of the Executive Director.
- **Ability** to integrate faith into the recovery process without coercion or judgment.
- **Excellent** interpersonal communication and active listening skills.
- **Maintain** confidentiality and healthy boundaries.

Skills:

- **Demonstrate** empathy, patience, humility, and emotional maturity.
- **Maintain** a strong sense of ethics and integrity.
- **Ability** to work independently and as part of a team.