

# Recovery Partnership

*Support Individual Recovery and Strengthen Communities*

## Employment Opportunity

### Full Time Site Supervisor (37.5 hours/week)

**Recovery Partnership** is accepting applications for **Site Supervisor** for our **Reflections: Whole Life Recovery Community program** which provides 24 hour peer support services within a 3 bedroom home in Northampton County, PA. Guests come to our program who are feeling overwhelmed and need extra support. We provide a non-medical supportive approach where people make connections, find hope and move forward in their recovery.

**We are seeking qualified individuals who possess experience with program management, and who also share in the mission and values of our organization.**

**Responsibilities:** Management of the day to day operations of a 24-hour Certified Peer Specialist program, including direct supervision of up to 7 FTE peer specialists. Additional responsibilities include: conducting community outreach, staff scheduling, employee orientation, and ensuring recovery-oriented individual and group services within the program.

**Recovery Partnership** offers a competitive benefits package, including flexible scheduling, Paid Time Off, 100% Employer Paid premiums for Medical/Dental/Vision Plans, and Paid Holidays.

#### **Qualifications:**

- Previous supervisory or management experience preferred.
- Minimum of Bachelor's degree and 2 yrs mental health direct care experience OR High School Diploma and 4 yrs mental health direct care experience
- Completion of peer specialist supervisory training that is offered in accordance with guidelines defined by OMHSAS is required within six months of hire.
- Valid PA Driver's license and access to a vehicle

**To apply:** Send resume and letter of interest to:

Recovery Partnership  
Att: Midge Klotz, HR Director  
70 W. North Street  
Bethlehem, PA 18018

or email: [midgek@ptd.net](mailto:midgek@ptd.net)

Phone: (610) 861-2741

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