

## **FAMILY AND YOUTH PEER SUPPORT- POSITION SUMMARY**

The UPC is a nonprofit Parent Training and Information Center serving parents of children, youth, and young adults with all disabilities and individuals with disabilities.

**LOCATION:** Various Locations Available in Urban and Rural/Frontier Areas

**JOB STATUS:** Part Time: 20 hours per week/40 per 2-week pay period

**PAY RATE:** \$19.70/hour

**CLOSING DATE:** Friday, May 16th or until all positions have been filled

### **POSITION SUMMARY:**

The Family Peer Support Specialist (FPSS) and Youth Peer Support Specialist (YPSS) will support families and youth (ages 0–22) with Severe Emotional Disturbance (SED) and Severe Mental Illness (SMI) by using lived experience to guide them through the High Fidelity Wraparound (HFW) process. These positions will assist families in navigating services, building natural supports, and fostering empowerment to improve family cohesion and quality of life. Flexibility in scheduling to accommodate evening and weekend outreach, training, and community events.

### **GENERAL JOB DUTIES:**

- Provide peer support to families and youth, guiding them through the High Fidelity Wraparound (HFW) process.
- Offer direct support during HFW meetings and assist families with action steps from their individualized plans.
- Empower families to advocate for themselves and navigate services.
- Help families build and strengthen natural support networks.
- Maintain accurate, timely records of all contacts and interventions within the secure data system.
- Collaborate with ICC teams and service providers to ensure HFW fidelity.
- Provide transportation to clients for HFW meetings and activities as needed.
- Contribute to family education initiatives, including outreach and annual events.
- Provide culturally relevant outreach, services, and training to families and agencies.
- Attend supervision, training, and DHHS meetings as required.
- Participate in monthly reporting on progress, challenges, and outcomes.

### GENERAL JOB RELATIONSHIPS:

- Responsible to the Project Coordinator under the Associate Director, Associate Director and/or Executive Director. Training and coordination of workload is provided by a Project Coordinator and by peer mentors.
- Work cooperatively with families, community partners, DHHS staff, and other service providers.
- Participate in monthly meetings with the UPC to review project progress and discuss challenges.

### QUALIFICATIONS:

- Lived experience with mental health, emotional disturbance, or navigating related services.
- Bilingual (English/Spanish) preferred.
- High school diploma or equivalent required; some college or relevant experience preferred.
- Experience in peer support, community engagement, or youth advocacy is a plus.
- Familiarity with High Fidelity Wraparound (HFW) model and local mental health resources preferred.
- Must be reliable, organized, and able to work independently and as part of a team.
- Strong communication skills (verbal and written) and ability to maintain confidentiality (HIPAA/DHHS compliance).
- Experience working with culturally diverse families and communities is a plus.
- Flexibility in scheduling for evening and weekend activities; travel within the Eastern region required.
- Siblings and parents of youth with disabilities or mental health challenges encouraged to apply.

### TO APPLY, SUBMIT (by email, mail, or in person):

- Letter describing interest in and qualifications for the position
- Current resume including professional references

*Please include both the letter and resume' when responding and which open position you are applying for.*

An application, personal references, and employment references are required of qualified candidates selected for an interview. New hires must successfully pass background check.

### SUBMIT TO:

Utah Parent Center  
Attention: Esperanza Reyes  
5296 S Commerce Dr., Suite 302,  
Salt Lake City, UT 84107  
Phone: (801) 272-1051  
Email: [recruiting@utahparentcenter.org](mailto:recruiting@utahparentcenter.org)