

COMMUNITY SERVICES PEER COURT NAVIGATOR

DISTINGUISHING FEATURES OF THE CLASS: The Peer Court Navigator supports justice-involved individuals with mental health needs by connecting them to appropriate services, fostering engagement, and promoting recovery and wellness. As a liaison between the criminal justice, mental health, and social services systems, the Navigator plays a pivotal role in facilitating voluntary care and addressing barriers to treatment and recovery.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Service Coordination

Conduct initial screenings to determine individual needs and facilitate referrals to mental health and/or substance use treatment services;

Assess when comprehensive evaluations are necessary and coordinate such evaluations;

Collaborate with local systems and stakeholders to ensure effective and timely referrals;

Resource Connection and Follow-Up

Connect participants to appropriate mental health services, including FACT teams, INSET, SPOA, SOS teams, or case management services;

Follow-up with individuals and service providers to ensure seamless transitions and ongoing engagement with treatment plans;

Troubleshoot barriers to accessing services, such as transportation or paperwork challenges, and encourage participation;

COMMUNITY SERVICES PEER COURT NAVIGATOR**Page 2****Education and Support**

Educate participants about court processes and terminology to foster better understanding and participation;

Provide individuals with resource connections for basic needs such as food, shelter, and social services benefits, and assist in application completion when necessary;

Resource Development and Training

Develop and maintain a comprehensive guide of local behavioral health and social service resources;

Provide training and consultation to criminal justice stakeholders and mental health agencies to increase awareness of Navigator services and referral processes;

Collaboration and Advocacy

Facilitate communication between service providers, criminal justice stakeholders, and state agencies to address system challenges and improve outcomes for justice-involved individuals;

Collaborate with the OMH Diversion Center to identify systemic barriers and contribute to innovative solutions;

Data Management and Reporting

Maintain accurate and confidential client records, documenting services provided, interventions, and outcomes;

COMMUNITY SERVICES PEER COURT NAVIGATOR**Page 3**

Input data on program referrals, participant demographics, and outcomes into the OMH Diversion Center Navigator data system;

Prepare required reports for internal and external stakeholders;

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL

CHARACTERISTICS: Experience working with individuals with mental health or substance use challenges; familiarity with local mental health, criminal justice, and social service systems; demonstrated ability to work collaboratively with diverse stakeholders; certification as a Peer Specialist (or willingness to obtain certification within a specified time frame); strong interpersonal and organizational skills, with an ability to manage multiple priorities; and proficiency in data entry and report generation using case management software.

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's degree in social work, psychology, criminal justice, public health, or a related field; or
 - (B) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's degree and two (2) years of experience in social work, psychology, criminal justice, public health, or a related field;
- or

COMMUNITY SERVICES PEER COURT NAVIGATOR**Page 4**

- (C) Graduation from high school, or possession of a high school equivalency diploma and four (4) years of experience in social work, psychology, criminal justice, public health, or a related field.

NOTE: Equivalent experience and/or certification as a Peer Specialist may be substituted for formal education requirements.

NOTE: Your degree or credits must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree or credits were awarded by an educational institution outside of the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at: <https://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

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Originated: 1/13/2025

Jurisdictional Class: Competitive

Public Hearing: n/a

NYS Civil Service Commission Approval: n/a

Reviewed and placed in Classplan: 2/21/2025 (Edu)