



**RECOVERY COACH**  
Department of Mental Health  
2024 Salary: \$50,978

This is a peer-based service position in which the incumbent has gained knowledge of how to attain and sustain recovery. This position also serves as the human link between the Department of Mental Health and the people they serve in the City of Poughkeepsie. The incumbent in this position works with individuals through stabilization and recovery maintenance and will function as a guide to help with decision making and support steps toward recovery. This position will also provide positive support by helping anyone including people coming home from treatment or the criminal justice system to avoid relapses, build community support for recovery, or work on life goals such as relationships, work, education, etc. Recovery Coaches are unlike licensed addiction counselors in that coaches are non-clinical and do not diagnose or treat addiction or any mental health issues. However, Recovery Coaches may assist the individual to access clinical services, access systems needed to support recovery such as benefits, and health care. Work is performed under the general direction of a higher-level employee. Supervision of others is not a function of this position. Evenings, weekends, and other than normal work hours may be expected of this position.

**To view a complete list of job duties, click [here](#).**

**MINIMUM QUALIFICATIONS:**

- EITHER: (A) Associate's degree in a Human Service or Health Science field;
- OR: (B) Graduation for high school or possession of a high school equivalency diploma and two (2) years of full-time paid or volunteer work experience in a substance abuse or a mental health program;
- OR: (C) An equivalent combination of education, training and experience between the limits of (A) and (B) above.

Note: Your degree or college credit 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.

**SPECIAL REQUIREMENT:**

Must obtain a certification as either a Certified Addiction Recovery Coach (CARC), or a Certified Recovery Peer Advocate (CRPA), or a Certified Recovery Peer Advocate-Provisional (CRPA-P) recognized by New York State Office of Alcoholism and Substance Abuse Services (NYS OASAS) within six (6) months of employment.

Possession of a valid Driver License to operate a motor vehicle in New York State at time of application and to maintain the position.

**FINGERPRINTING:** A fingerprint supported background investigation is required before an appointment is made to some positions. Pursuant to New York State Executive Law, the Division of Criminal Justice Services requires that a fee accompany each such request for a search. It is due once a job offer is made and accepted by the applicant.

**Dutchess County offers a diverse working environment and generous benefits package including 13 paid holidays, paid time off, comprehensive health, dental and vision insurance, and NYS Retirement.**

**For immediate consideration, apply on or before 8/18/25**

Apply online at [www.dutchessny.gov/jobs](http://www.dutchessny.gov/jobs)

An EEO/AA Employee

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