

U.S. Department of Labor Employment and Training Administration, Office of Apprenticeship (OA) Washington, D.C. 20210	Distribution: A-541 Hdqtrs A-544 All Field Tech A-547 SD+RD+SAA+; Lab.Com	Subject: New Apprenticeable Occupation: Peer Specialist Code: 200.1
Symbols: DSNIP/KAJ		Action: Immediate

PURPOSE: To inform the staff of OA, State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors, and other Registered Apprenticeship partners of a new apprenticeable occupation:

Peer Specialist (Bureau of Prisons Only)
 O*NET-SOC Code: 21-1093.00
 RAPIDS Code: 2039
 Type of Training: Time-Based

BACKGROUND: Mr. Bekim Belica, Education Specialist of Danbury Federal Correction Institute, on behalf of the Bureau of Prisons, submitted the following occupation for apprenticeability determination: Peer Specialist.

Under the direct supervision of a Psychologist/Psychology staff, the Peer Specialist will coordinate, develop, and implement a variety of programs that foster a therapeutic environment that enhances skill development in socialization, education endeavors, self-advocating, and program solving. Major duties and responsibilities are drawn from a nationally validated occupational analysis on mentorship.

Peer Specialist will be added to the List of Occupations Recognized as Apprenticeable by OA when the list is reissued. A suggested Work Process Schedule and Related Instruction Outlines are attached.

If you have any questions, please contact Kirk Jefferson, Apprenticeship and Training Representative at (202) 693-3399.

ACTION: OA staff should familiarize themselves with this bulletin and the attached Work Process Schedule and Related Instruction Outline, as a source for developing apprenticeship standards and/or providing technical assistance.

NOTE: This bulletin is being sent via electronic mail.

Attachment

- [PEER SPECIALIST](#)
[O*NET-SOC CODE: 21-1093.00 RAPIDS CODE: 2039](#)

WORK PROCESS SCHDEULE
PEER SPECIALIST
O*NET-SOC CODE: 21-1093.00 RAPIDS CODE: 2039

Description: Under the direct supervision of a Psychologist/Psychology staff, the Peer Specialist will coordinate, develop, and implement a variety of programs that foster a therapeutic environment that enhances skill development in socialization, education endeavors, self-advocating, and program solving.

	Total Hours Needed	Monthly Hours Earned	Total Hours Earned
Suicide Prevention: Understand myths and facts about suicide. Identify risk factors, warning signs, and protective factors for suicide. Learn and utilize active listening skills. Understand and implement peer education processes, to include working to reduce stigma toward suicide.	100		
Recognizing Mental Health Symptoms: Identify symptoms of major mental illnesses. Express understanding that each person has their own experience of mental illness. Differentiate myths and facts about mental illness.	100		
Interpersonal Boundaries: Demonstrate an ability to explain the purpose and limits of confidentiality in professional and peer relationships. Explain and enact and understanding of appropriate boundaries in peer support relationships. Seek supervision as appropriate to support healthy boundaries in peer support relationships.	100		
Individual Listening/Communication Skills: Learn effective individual communication skills through observation, instruction, practice, and feedback. Utilize effective communication skills when interacting with inmate peers.	500		
Group Communication Skills: Learn effective group communication skills through observation, instruction, practice, and feedback. Utilize effective communication skills when participating in and/or supporting the facilitation of a group.	200		
Modeling Healthy Living Skills: Have and utilize a wellness plan and know how to discuss it with peers. Use and model assertive communication skills. Identify and reduce one's criminal thinking; keep clear conduct; model prosocial behaviors. Maintain positive relationships with peers and staff. Demonstrate responsibility.	500		
Trauma Informed Care: Demonstrate an understanding of the frequency of traumatic experiences and how these vary across populations. Identify any personal trauma history and how it might impact work as a peer. Utilize strategies to reduce the likelihood of re-traumatizing service recipients.	100		
Recovery Model: Identify the ten components of mental health recovery and how they are related to one's own recovery.	100		

Provide peer support services consistent with the recovery model.			
Outreach/Peer Education: Provide outreach and education to the larger inmate population with the goals of reducing stigma, encouraging help seeking behaviors, and increasing the perceived accessibility of services.	100		
Supporting Evidence Based Practices: Possess a working understanding of CBT, as evidence by the ability to complete RSAs. Demonstrate a clear understanding of Criminal Thinking through knowledge of all criminal thinking errors and accurate application of criminal thinking errors to one's own experience. Demonstrate an accurate understanding of at least one other evidence based practice (e.g., IMR, WRAP, Seeking Safety, Supported Employment, DBT) through effective use of vocabulary, application to one's own experience, and ability to teach concepts to others.	200		
On-the-Job Learning Total Hours:	2000		

**RELATED INSTRUCTION OUTLINE
PEER SPECIALIST
O*NET-SOC CODE: 21-1093.00 RAPIDS CODE: 2039**

Related Instruction	Hours
1. place standards of conduct. (<i>Psychology Department</i>)	Work 50
a. Safety	
b. Rules and regulations	
c. Activities and Services provided by the “Skills” program	
d. Reporting procedures (Formal vs. Informal)	
e. Confidentiality	
f. Mentorship Job Description and pay scale	
2. Basic Psychology (<i>Psychology Department</i>)	
a. Body language – theory, signals and meaning	
b. Personality theories, models and types	
c. Stress and Stress Management	
d. Empathy vs. Setting Personal Boundaries	24
3. Interpersonal Communication and Conflict Resolution. (ACE Class-to be completed in the <i>Education Department</i>)	30
4. principles of Mentorship, Coaching and Cooperative Learning (<i>Psychology</i>)	Basic 10
a. enforcers’ of positive/responsible behavior (punishment vs. rewards)	Re-
b. Modeling	Role
5. teaching techniques for adult learners (Taught by <i>Education Staff</i> member providing RTI for Teacher’s Apprenticeship)	Basic 30

Total Hours **-144 s**

The apprentice shall be given such instruction and experience in all areas of the occupation as necessary to develop into a skilled worker. He/she shall also perform other duties as are commonly related to the profession. The term of apprenticeship is approximately one year – 2000 hours. The related instruction is provided by both Education and the Psychology Department.