CORE ELEMENTS OF A
RECOVERY COMMUNITY CENTER

Overview

A Recovery Community Center (RCC)….
- is a recovery oriented sanctuary anchored in the heart of the community.
- is visible so local communities of recovery can actively put a face on recovery.
- serves as a physical location where CCAR can organize the local recovery community's ability to care, specifically through the provision of a variety of recovery support services.
- provides peer-based recovery support services using a volunteer force to deliver a vast majority of these services.
- attracts people in recovery, family members, friends and allies to serve as CCAR volunteers, who in turn help those coming up behind them.
- fosters the inherent nature of the recovery community (people in recovery, family members, friends and allies) to give back.
- functions as a recovery resource for the local community.
- is a location where, sometimes, people still struggling with addiction will enter and the RCC will help them navigate the system.
- is a place to find workshops, training and educational sessions to enhance one's own recovery.
- maintains a structured schedule of recovery-related workshops, trainings, meetings, services and social events.
- hosts and promotes recovery social events.

It's important to note what an RCC is not. An RCC is not a treatment agency – no clinical services are provided. An RCC is not a 12-Step club. An RCC is not a drop-in center. An RCC is not a place for people to simply hang out, watch TV and play cards/pool. CCAR is not seeking to duplicate existing resources. Recoverees in the Center are actively working on their recovery, or helping another person with theirs.

CCAR developed these Core Elements of a Recovery Community Center based on our vision and experience.

Site

- A Recovery Community Center should be at a minimum 2,500 square feet and have these standard areas
    - Group/Training room that seats a minimum of 50
    - Computer room that can comfortably hold at least 4 computers (high speed internet capable)
    - Two offices: one for the Recovery Community Center Manager and the other for additional staff
    - Reception area
    - Telephone Room, private for making Telephone Recovery Support calls with at least three phones and phone lines
    - Lounge area for reading, socializing
    - Kitchen area

- Location. CCAR believes by having a prominent, visible location whose sole purpose is to promote recovery, we literally bring recovery from church basements onto Main Street. The location should also be easily accessible to those without personal transportation.

- An RCC should be handicapped accessible.

Administration

- At a minimum, an effective Recovery Community Center needs the following staff:

    - One full time Recovery Community Center Manager. Ideally, this person will be intimately familiar with the local recovery community and knowledgeable of all local social services, businesses, faith organizations and neighborhoods.
    - One Recovery Community Center Assistant Manager. (Note: CCAR received a Connecticut State grant to provide Telephone Recovery Support so this position is filled by the Telephone Recovery Support Coordinator)
    - One Administrative Assistant

- The Recovery Community Center Manager will be given an annual budget to provide programming, training, workshops and social events.

- The staff and selected volunteers of an RCC will participate in local and statewide fundraising activities.

Programming

- All program efforts at an RCC are overseen by the CCAR paid staff and volunteer force, and significant input is gathered from the recoverees at the RCC, the volunteer force, the RCC Advisory Council and the local recovery community.

- Programming is determined through three sources
    - CCAR Management Team
    - CCAR staff and
    - The Advisory Council representative of the local recovery community.

- Currently, programming coming from the Central Office consists of
    - Telephone Recovery Support
    - Recovery Oriented Employment Services
    - Referrals to recovery housing
    - Recovery and Re-Entry Services (Department of Correction)
    - All-Recovery Groups
    - Volunteer Trainings
    - Recovery Training Series
    - Family/Community Education
    - Family Support Groups
    - Recovery Coaching

- Recovery Coaching that includes peer one-on-one interaction should be an integral part of every RCC.

- An RCC will provide support of recovery housing through knowledge and application of the Recovery Housing Project database.

- An RCC will provide employment support to recoverees to help build personal recovery capital.

- An RCC will deliver the CCAR Recovery Training Series using peer volunteers who have been trained to conduct such education programs.

- An RCC will organize and/or host social activities that are member and committee driven and supported by peer volunteers.

- A CCAR Chapter meeting must be an integral part of an RCC.

- An RCC is welcoming to mutual aid societies (i.e., 12-Step), community organizations, recovery-oriented agencies, etc. to host their meetings and/or events at the RCC.

- An RCC will publish a monthly schedule of activities. This schedule will be posted prominently in the RCC itself and available on the internet.

Volunteers

- Volunteers are CCAR's number one resource and must be treated as such. Each RCC will make an outstanding effort to recruit, train, engage, supervise and recognize

CCAR volunteers.

- All programs and services in an RCC are best implemented by volunteers who are trained and supported through the Volunteer Management System. Staff is paid to support the Volunteers.

- A statewide Volunteer Manager will work with the staff of each RCC and the CCAR Management Team to achieve the goals and objectives of the Volunteer Management System.

General

- An RCC must be Volunteer-driven, member-inspired and premised on peer support.

- An RCC must have clear Policies and Procedures that are readily available to the membership and reviewed every year.

- An RCC will have Rules of Conduct clearly posted.

- Ideally, an RCC would have a van to transport people and to help with access to peer-based recovery support services.

- An RCC will have computers for individuals in recovery with connections to printers and high-speed internet.

- An RCC will have at least one large screen TV, DVD player, and VCR for training, workshops and seminars. The TV will not be hooked up to cable, dish or any other connection that allows for multiple channel TV viewing.

- All RCC staff and appropriate Volunteers will be trained to use the on-line databases and the internet to access services for recoverees. Every RCC will have a Community Resource Book with pertinent forms and applications that is updated quarterly.

- An RCC will not be open on Holidays. Holidays are times for paid staff and dedicated Volunteers to take time away for rest and rejuvenation. CCAR understands that Holidays may be a tough time for some individuals and will rely on other natural recovery supports to assist those individuals.