



Recovery Coach Academy Letters of Reference

Thank you for writing a letter of reference for a Recovery Coach Academy applicant. Before you begin writing your application, here is some information that can guide your process.

What is a Recovery Coach?

Recovery Coaches, or Peer Recovery Specialists, aren't sponsors or addiction counselors. Instead, they're people who have lived experience with addiction and recovery (either personal, as an ally, or as a professional) who provide non-clinical recovery support to their peers. Recovery coaches help others seeking to initiate or maintain recovery by removing barriers to recovery; connecting peers to recovery resources that target their strengths and interests, and more.

What is the Recovery Coach Academy?

The Recovery Coach Academy is a 46-hour program that introduces participants to the key concepts, fundamental skills and core functions of being effective in their role as a Recovery Coach.

Who can write a letter of reference for a Recovery Coach Academy applicant?

Reference letters might come from a sponsor, counselor, accountability partner, faith-leader, friend or co-worker. References should be able to identify the applicant as a person in long-term recovery, if applicable, and address the applicant's understanding of and beliefs in recovery and their ability to convey that to others.

What should I include in my letter of reference?

Your letter should attest to the applicant's appropriateness for being a Recovery Coach. Some things you might discuss include:

- Any recovery-related activities the applicant has pursued, such as volunteer work, sponsorship, etc.
- Examples of how you have seen the applicant demonstrate leadership qualities related to recovery.
- Describe how you have known the applicant to be working a quality recovery program.
- How the applicant works with diverse groups of people.
- Examples of how the applicant convey hope to others regarding recovery.
Anything else you would like us to know about the applicant.

Please share your completed reference with the applicant as a Word Document or PDF.