



Lummi Indian Business Council

2665 Kwina Road · Bellingham, Washington 98226 · (360) 312-2000

'Working together as one to Preserve, Promote and Protect our Sche Lang en'

JOB ANNOUNCEMENT

TITLE: Peer Support Specialist
Healing to Wellness Drug Court
Lummi Tribal Court

OPEN: December 8, 2022

EXEMPT: No

SALARY: Grade 8 (\$23.05-25.96)

SHIFT: Full Time Day Shift (with some flexibility)

LOCATION: Court/ Admin Building

DURATION: Until 9/30/2023 (Grant Funded)

CLOSES: January 6, 2023

JOB CODE:

DIVISION: Tribal Court

DEPARTMENT: HTWDC

SUPERVISOR: HTWDC Coordinator

VACANCIES: 1

JOB SUMMARY: Employee will provide peer support to individuals who are applicants or participants of the Adult Lummi Healing to Wellness Drug Court (HTWDC). Services performed by this position include recovery goal planning, taking recovery support calls, participant advocacy, sharing life experiences, making referrals, monitoring community service, occasional transport, information gathering, making reports, and filing. This employee will be a member of the HTWDC Team and will attend all HTWDC staffing(s) and court hearings.

ESSENTIAL JOB DUTIES AND RESPONSIBILITIES include the following, and other related duties as assigned.

1. Develop recovery and Drug Court "SMART" goals with participants, break them into suitable steps and assist participants in reaching those goals during weekly meetings.
2. Be on call during work hours for any issues that may arise with HTWDC participants and have the ability and willingness to respond to crisis situations.
3. Be an advocate for participants during staffing, court and to any other appropriate agency.
4. Be a supportive peer to participants in the HTWDC program by using active listening, Motivational Interviewing and by sharing similar life experiences.
5. Assist the participants in fulfilling their community service requirements, by monitoring closed campus trash pickup or any other community service activity deemed appropriate by the HTWDC team.
6. Occasionally transport participants to court ordered and necessary services and appointments.
7. Make appropriate utilization of referral resources including self-help support groups, housing, transportation, and other agencies that address spiritual, emotional, physical and mental needs of participants on and off the Lummi Reservation.
8. Work cooperatively with other court personnel, attorneys, probation, treatment providers and the Drug Court team members in a court room setting.
9. Assist Coordinator and/or Case Manager with collecting information for HTWDC reports.

10. Attend and participate in drug court staff meetings, court hearings and related activities.
11. Attend workshops, conferences, and trainings to increase professional knowledge.
12. Maintain confidentiality, ethics, and professionalism in all aspects of the job.
13. Routinely work with 5 to 20 HTWDC participants
14. Make contact and follow up with drug court graduates at least every three months for up to two years
15. Other duties as assigned.

MINIMUM QUALIFICATIONS:

- High School Diploma or GED required.
- Experience with therapeutic courts preferred. *One year of experience with courts, probation and/or other courts required.*
- Possess and maintain certification of Washington State Certified Peer Support Specialist, or the ability and willingness to obtain this certification within 90 days of hire.
- Individuals in recovery are preferred for this position. *Individuals who identify themselves in recovery are required to have sustained a minimum of 18 months of continuous abstinence and have continued abstinence while employed in this position. If not in recovery the individual is required to have direct experience with an individual that has a history of a substance use disorder.*
- Must possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.
- Individual must demonstrate a patient, positive and supportive demeanor.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Knowledgeable of criminal justice system, substance abuse, mental health issues, and treatment principles.
- Ability to be culturally and spiritually sensitive to targeted Native American population.
- Ability to be a positive role model; no unhealthy habits, attitudes or actions.
- Competent and developed organizational skills. Ability to be self-sufficient and manage workload.
- Ability to develop and manage a weekly schedule for themselves and others.
- Ability to operate computer systems and basic office equipment.
- Familiarity with MS Office Suite including, Word and Excel and Outlook.
- Ability to exercise good judgment, flexibility, creativity, and cultural sensitivity in response to changing situations and needs.
- Ability to work cooperatively with groups and individuals.
- Ability to present clear and concise information in a courtroom setting.
- Ability to meet deadlines.
- Ability to follow court room decorum rules.
- Knowledge of self-care, and a willingness to practice self-care.

REQUIRMENTS:

- Must pass pre-employment and random drug and alcohol test to be eligible for and maintain employment, as required by the LIBC Drug & Alcohol-Free Workplace Policy.
- This position requires regular contact with or control over Indian children and is therefore subject to successful and extensive criminal background check, CAMIS background check.
- Must have the ability to occasionally work evenings.
- Must be punctual and dependable.

TO APPLY:

For more information contact the HR front desk (360) 312-2023. Submit letter of interest, resume and proof of enrollment to the LIBC Human Resources office no later than 4:30 p. m. on the closing date listed above. This can be dropped off at Human Resources, 2665 Kwina Road, Bellingham, WA 98226, or Fax to: 360-380-6991 or scanned and e-mailed to libchr@lummi-nsn.gov