



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

JOB TITLE: Certified Peer Counselor (CPC)

OPEN: November 15, 2023

EXEMPT: No

SALARY: \$19.80 Per Grant

SHIFT: Day

LOCATION: LYA Facility

DURATION: Regular Full Time

CLOSES: November 22, 2023

JOB CODE:

DIVISION: LYSS

DEPARTMENT: Prevention

SUPERVISOR: Youth Prevention Program Specialist

VACANCIES: 2

JOB SUMMARY: The Certified Peer Counselor (CPC) is responsible for providing peer support services, including but not limited to targeted outreach and engagement to Lummi youth and families. The incumbent provides prevention of substance use disorder (SUD) peer support services to individual youth or group(s) under the supervision of the Youth Prevention Program Specialist. These services include assistance with stabilization, prevention services, self-advocacy, development of natural supports, and the development and maintenance of individual self-care and health promotion practices, habits, and activities.

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

1. Provide outreach to identified youth and/or families, through prevention intake process, by conducting individual counseling and/or schedule home visits and discussing concerns and safety risks with the identified family;
2. Complete needs assessments on each youth and identify family supports to maintain an alcohol/drug free lifestyle; Assist family with developing a personal action prevention plan.
 - a. Provide advocacy and referral for youth and/or family unmet social/welfare needs available from tribal/non-tribal providers.
3. Provide, plan, follow up and support services and transportation if needed; Collaborate with existing local resources and communication methods to develop tools specifically aimed at Lummi youth and families; One-to-one peer counseling using personal experiences within the community mental health system in assisting the client in navigating the community mental health system.
4. Participate in team meetings, risk management, weekly supervision, trainings, and other required meetings to assure continuity of care with the client.
5. Identify needs, gaps and duplication of community based alcohol/drug prevention services and collaboratively find solutions with other agencies to create efficient youth and prevention services; Build relationships and engage youth and their families through in-home support, group setting support, and community outreach gatherings;

- a. Coordinate and conduct group facilitation and group services for youth and Lummi families specifically the Lummi Alcohol/Drug Prevention Programming services, events and activities.
 - b. Assist in coordinating community awareness gatherings.
6. Maintain timely documentation for prevention and education services provided in individual and/or group social environments.
7. Adhere to LIBC Confidentiality policy.

MINIMUM QUALIFICATIONS:

- High School Diploma/GED
- Associate degree from an accredited college or university, *preferred*.
- Lived experience with chemical dependency and in active recovery, *preferred*.
- Certified as a Certified Peer Counselor; or become certified within 90 days of hire.
- Must possess a valid Washington State Driver's license and meet eligibility requirements for tribal insurance.
- Lummi/Native American/Veteran preference policy applies.

KNOWLEDGE, ABILITIES AND SKILLS:

- Basic computer skills and reports writing skills and be able to learn on the job and willing to participate in relevant job training opportunities as identified.
- Assessment, consultation, and intervention experience required.
- Must be able to communicate clearly, effectively, and courteously Department Staff and supervisor.
- Must be able to work independently with little supervision.
- Knowledge of local resources available to Lummi youth and families.
- Strong decision making and practical skills.
- Must adhere to Federal Privacy Act and comply with Federal HIPAA regulations.
- Requires communication skills and professional ethics.
- Requires knowledge and sensitivity of Native American Indian Culture and any Chemical Dependency/Behavioral Health problems associated with the population.
- Requires Knowledge ability to relate to a variety of ages, cultural and socioeconomically backgrounds, and the Native American Indian population.
- Requires knowledge of available crisis referral agencies.
- Requires knowledge about community resources and entitlement programs.
- Requires knowledge of available resources regarding substance abuse and mental health issues.

REQUIREMENTS:

- 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 be flexible and able to work nights and weekends
- Must be and maintain substance (alcohol & drug) free, will be subject to drug testing and maintain self-care that prevents staff burnout
- Must have CPR, Mandatory Reporter and First Aid certification within 30 days of hire
- Position is grant funded that will end on **September 29, 2024**. If additional funding is received this position will need to be reviewed for grading purposes

TO APPLY:

To obtain a Lummi Indian Business Council (LIBC) application go to: <https://www.lummi-nsn.gov/widgets/JobsNow.php> or request by e-mail libchr@lummi-nsn.gov. For more information contact the HR front desk (360) 312-2023. Submit LIBC application, cover letter, resume & reference letters no later than 4:30 p.m. on the closing date listed above. If listing degrees or certifications include copies. Mailing Address: 2665 Kwina Road, Bellingham, WA 98226. Human Resource Fax number: 360-380-6991.