

HOULTON BAND OF MALISEET INDIANS

Job Description

Approved by Council: 01/06/2026

Community Peer Support Specialist (CPSS)

STATUS: Full-Time

SUPERVISED BY: Behavioral Health Program Director

SALARY RANGE: \$17.79-\$20.19

ROLE: Provide engagement and support services to the Maliseet community. The Community Peer Support Specialist will serve as a role model, mentor, advocate and a motivator for those who are impacted by substance use. The emphasis will be meeting individuals “where they are at” and providing non-judgmental, non-coercive services, and resources to individuals. This position will require community outreach and collaboration with the Maliseet Behavioral Health and Medical clinics.

POSITION RESPONSIBILITIES:

- Co-facilitate peer recovery Wellbriety Circles.
- Provide recovery education to service recipients for every phase of recovery journey from pre-recovery engagement, recovery initiation, recovery stabilization and sustained recovery maintenance.
- Provide model for both people in recovery and staff by demonstrating that recovery is possible.
- Assist recovery persons to identify their personal interest, goals, strengths and barriers regarding recovery.
- Promote self-advocacy by assisting recovery persons to have their voices fully heard; their needs, goals and objectives established as the focal point of rehabilitation and clinical services.
- Provide harm reduction and community resources to community members. Conduct on and off-site trainings on overdose prevention and Naloxone distribution to active opioid users, their family, members of their social networks and service providers.
- Assist with planning coordination, setup, facilitation, and follow up for community events, workshops, outreach efforts and prevention initiatives for Maliseet Behavioral Health.
- Assist with delivering substance use prevention education to individuals, youth and community groups including risk awareness, coping skills, and protective factors.
- Participate in training, supervision, and continuing education to maintain peer certificate and stay current with best practices in substance use prevention, treatment and behavioral health.
- Be compliant with maintaining all Health Information Portability and Accountability Act (HIPAA) standards.

MINIMUM QUALIFICATIONS:

- The position requires federal background check, fingerprints, and urine drug screen.
- Recovery coaching certificate require within the first 12 months.
- Must be able to work efficiently as part of a treatment team.
- Must be willing to work outdoors, in all seasons, and conduct intensive outreach.
- Great attitude and people skills are a must.
- Must be an organized, self-motivated team-player with strong interpersonal and communication skills, and the ability and willingness to be hands-on and solve problems as they arise.
- Valid Maine Driver license.

Responsibility for Safety and Health:

Every employee is responsible for safety and the prevention of accidents and injuries. Successful job performance depends on attention to safety issues.

Physical Requirements:

Physical Abilities

Bending	N	Sitting	F	<i>N (Not Applicable)</i>
Carrying	N	Standing	O	<i>O (Occasionally) up to 2 hours a day</i>
Driving	O	Talking	F	<i>F (Frequently) 2-6 hours a day</i>
Handling	O	Walking	O	<i>C (Constantly) over six hours a day</i>
Hearing	F	<u>Lift/Carry</u>		
Keyboarding	F	50 lbs. or less	N	
Kneeling	N	<u>Push/Pull</u>		
Reaching	N	50 lbs. or less	N	

Applications are available for download at our website maliseets.net, at the front desk of the Administration Building or have one mailed to you by contacting the HR Coordinator at 532-4273 or e-mail hr@maliseets.com. If selected for employment you will be subject to Alcohol and Drug testing. If you fail the Alcohol or Drug testing any offer of employment will be withdrawn by HBMI.

Applications will be accepted until close of business February 12th, 2026

TO APPLY:

Submit an application to:
Houlton Band of Maliseet Indians
Attn: Jessica Huff
88 Bell Road
Littleton, Maine 04730

The HBMI practices Indian Preference to qualified Native Americans in accordance with Public Law 93-638 and is an Equal Opportunity Employer.