



Makana O Ke Akua Inc.
"Gift of God"
CLEAN AND SOBER LIVING

Date: August 17, 2026

JOB TITLE: PEER RECOVERY SPECIALIST (Full-Time / Part-Time)

PAYRATE: \$20

JOB SUMMARY

Peer Recovery Support plays a vital role in supporting individuals on their recovery journey. This position involves mentoring, coaching, and connecting clients with essential resources to foster long-term recovery, personal growth, and independence.

KEY RESPONSIBILITIES

- Provide peer support and mentorship to individuals in recovery.
- Assist clients in developing recovery wellness plans and coping strategies.
- Peer Support/ Peer Coaching: One-on-one coaching sessions.
- Facilitate structured recovery-focused group sessions that support relapse prevention, coping skills, life skills, accountability, healthy communication, and recovery planning.
- Care Coordination: Connect clients with housing, employment, and treatment resources.
- Maintain accurate records of client interactions and progress (case notes).
- Collaborate with therapists, counselors, and case managers to ensure holistic care.
- Uphold client confidentiality and ethical standards.
- Participate in client staffing, case reviews, and care-team meetings

QUALIFICATIONS

- Lived experience with substance use recovery and a strong commitment to helping others.
- Certification as a Peer Recovery Support Specialist.
- Effective communication and interpersonal skills.
- Ability to motivate and inspire individuals in recovery.
- Knowledge of local recovery resources and support networks.
- Willingness to work flexible hours, including evenings and weekends.
- Basic computer skills. Inspire+ experience recommended.

REPORTS TO: PROGRAM DIRECTOR

Employee Sign and date

Director Sign and date