



## POSITION ANNOUNCEMENT – PLEASE POST

POSITION TITLE: Youth Care Specialists  
PROGRAM: Oak Bridge  
OPENING DATE: June 4, 2018  
CLOSING DATE: Open Until Filled  
HOURS/WEEK: See under schedule

**SCHEDULE:** Day Shift – Part Time (16 hours) Saturday and Sunday 7:30am – 3:30pm; plus monthly staff meetings. This schedule may be adjusted according to the needs of the program.

**WAGE/BENEFITS:** Beginning pay is \$15.00/hour. Part time positions are ineligible for benefits except as required by law.

**Application Process:** Applicants please submit resume and cover letter to Candy Lowe c/o Janus Youth Programs, Inc., 707 NE Couch St., Portland, OR 97232 or by e-mail to [clowe@janusyouth.org](mailto:clowe@janusyouth.org).

Due to the volume of applications received, we regret that we can contact only those applicants who are invited to interview. If it happens that you are not contacted to arrange an interview, please know that we are grateful for your interest in employment opportunities at Janus Youth Programs.

Janus Youth Programs, Inc. is an Equal Opportunity Employer. Find out more about Janus at our website, [www.janusyouth.org](http://www.janusyouth.org)!

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### SUMMARY:

The Youth Care Specialist oversees the day-to-day and/or overnight operation of the facility. The position provides individualized youth care, planning, supervision of daily and/or nightly routines, individual and group counseling, crisis intervention to high risk youth and their family-like support, and behavior management. The position provides close, intensive supervision to youth and works closely with community services to facilitate connection and referrals to youth and family-like support with other community agencies, juvenile court, and other support services. The position participates in team decisions regarding treatment of clients and issues to facility operation.

### QUALIFICATIONS:

- At least 50% of the youth care staff must have a Bachelor's Degree OR at least 2 years of college and one year of work in a residential care program for adolescents; relevant experience may be substituted for education on a year-for-year basis. A Bachelor's Degree in behavioral or social science may substitute for experience.
- Those not meeting requirement (A), above, must have a high school diploma or GED AND one of the following:
  - One year of successful experience working with youth in a group setting;
  - One year of successful experience as a foster parent for 3 or more children;
  - Two years of college

### REQUIRED ABILITIES:

- Ability to work effectively in the following area: Cultural diversity; team-dependent models; crisis management; strength based orientation; adolescent youth development; family-like

support reunification or involvement. Ability to work effectively may be demonstrated through academic experience, job experience, references, and interview answers.

- Able to accurately read, record and interpret information.
- Able to provide visual and auditory supervision of clients.
- Able to stay awake and alert throughout assigned shift.
- Able to stay calm and emotionally available in an environment serving high-risk youth.
- Able to communicate effectively in English, both orally and in writing.
- Ability to exercise tact, discretion and judgment in working with a variety of people.
- Ability to maintain appropriate professional boundaries in working with others and in handling confidential information.
- Able to effectively monitor safety and demonstrate group management skills and de-escalate potentially chaotic and/or volatile situations.
- Able to regularly attend scheduled shifts, be punctual for scheduled shifts and meetings, and be in a condition suitable for assuming responsibilities of position.
- Physical and manual dexterity allowing for performance of routine office functions such as phone use, computer use, filing, faxing, note taking/logging, and copying.

#### OTHER REQUIREMENTS:

- Washington residency preferred.
- 21 years of age or older per Washington State contract requirements.
- Day and swing-shift positions require driving an Agency vehicle so valid driver's license for State of residency and driving record meeting Agency's driving approval criteria are required. If driving a personal vehicle for work purposes must also have and maintain valid personal auto liability coverage (\$100,000/\$300,000 level highly recommended). Driving is not required for overnight positions, but personal vehicle allowing for occasional travel within Vancouver is preferred. All employees who drive for work purposes, regardless of whether driving a personal or agency vehicle and regardless of whether driving with or without clients, are required to complete the agency's driving approval process before driving for work.
- Maintain current CPR/1<sup>st</sup> Aid certification and Food Handler's card.
- TB clearance required.

#### WORKING CONDITIONS:

- May involve exposure to communicable diseases which can encompass a variety of infections and illnesses including the common cold, flu, TB, Hepatitis, Meningitis and HIV.
- May involve exposure to angry, upset, severely traumatized or emotionally troubled adolescents, children, and/or families.
- Scheduling may require flexible hours and time in excess of routine schedule, including nights, weekends, holidays.

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