



POSITION ANNOUNCEMENT – PLEASE POST

POSITION TITLE: Overnight Substitute Direct Care Staff
PROGRAM: Rivera House
OPENING DATE: October 10, 2017
CLOSING DATE: Open Until Filled
HOURS/WEEK: Variable - hours per week not guaranteed

SCHEDULE: As needed on a sporadic basis. There is no guarantee of scheduled hours. Because the program is staffed 24-hours per day, 365 days per year, substitute workers must have some flexibility in their availability and, generally, must be able to work overnight shifts, as well as weekends and holidays. Substitute Workers who do not work for 6 consecutive months are normally removed from the employment rolls.

WAGE/BENEFITS: \$13.33 (\$12.83 + \$.50 overnight differential) per hour. Ineligible for benefits except as required by law

TO APPLY: Click [here](#) to apply. Internal applicants can apply through their employee dashboard when logging into Paycom.

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!

SUMMARY: The position provides quality youth support and guidance to its clients. The Overnight Substitute Direct Care Staff is responsible for carrying out the overnight routines of an independent living program for LGBTQ youth, ages 18-24, who are re-entering the community from incarceration or structured residential settings. This position will be responsible for overnight supervision of clients.

In addition the Overnight Substitute Direct Care Staff is responsible for supervision, crisis intervention, and follow-through with clients, for up to 12 clients at any given time. This could include crisis management while still covering the floor and attending to the safety of other clients as well as tracking community clients all at the same time. Therefore it requires extensive exercise of independent direction and judgment as this is a single coverage position.

QUALIFICATIONS: Any combination of education, experience and training that demonstrates the ability to perform the duties of the position is qualifying. This would typically include:

- Bachelor's degree in mental health, social work, juvenile justice, or related field or two years experience working with youth is preferred. (Note: No less than 50 percent of the Direct Care Staff shall have a Bachelor's Degree or 2 years experience working with youth.)
- At least one year's experience working with LGBTQ individuals and demonstrating a strong understanding of the challenges LGBTQ youth face within the juvenile justice system.

REQUIRED ABILITIES:

- Must value working in a multicultural/diverse environment.

- Ability to successfully engage youth in discussing personal issues and experiences (including sexual, romantic, intimate, familial) in a way that is affirming to gay, bi, trans and gender-diverse youth.
- Ability to work effectively and act on the agenda of the program.
- Ability to problem solve, exercise independent judgment within program guidelines, and respond to crisis situations.
- Ability to exercise tact, discretion, and judgment in working with a variety of people.
- Ability to effectively monitor safety and effectively de-escalate potentially chaotic or volatile situations.
- Ability to remain calm and emotionally available in an environment that serves at-risk and troubled adolescents
- Ability to regularly attend scheduled shift, be punctual for scheduled shift and meetings, and be in a condition suitable for assuming responsibilities of the position.
- Ability to accurately read, record, interpret and convey information.
- Ability to communicate effectively and respectfully with a wide range of individuals, including clients, co-workers, management staff, and identified community partners.
- Ability to maintain appropriate professional boundaries in working with others and in handling confidential information.
- Ability to climb at least 2 flights of stairs.
- Ability to provide visual and auditory supervision of clients.
- Ability to problem solve while keeping in mind the best interest and welfare of the client.
- Open to feedback and supervision.
- Ability to stay awake and alert throughout assigned shift.
- Manual/Physical dexterity allowing for performance of routine office and household functions (i.e, phone use, filing, faxing, copying, computer use, cleaning, etc.).

OTHER REQUIREMENTS:

- Driving is not required. All employees who drive for work purposes must have and maintain a valid driver's license for state of residency, have a driving record that permits coverage under the corporate auto liability policy, and complete the agency's driving approval process before driving for work. If driving a personal vehicle for work purposes drivers must also have personal auto liability coverage (\$100,000/\$300,000 levels strongly recommended). Employees are not to drive for work purposes until they have received written authorization to do so.
- Bloodborne Pathogens training is required on first day of employment and annually thereafter.
- Must complete Mandatory Abuse Training within the first 30 days of employment and annually thereafter.
- Provides emergency first-aid, as needed, and must have and maintain standard first-aid/CPR certification.
- Must pass criminal history background check.

WORKING CONDITIONS:

- May involve exposure to communicable diseases, including a variety of illnesses and infections such as the common cold, TB, Hepatitis, flu, meningitis, and HIV.
- May involve exposure to upset, angry, severely traumatized or emotionally disturbed children, adolescents and families.
- May involve time in excess of routine schedule and/or overtime, including evening/overnight, weekend hours, and/or holidays.
- May require working and providing services at locations other than program site (i.e., restaurant, café', clients' apartments, etc.,) and may, therefore, be exposed to environments not under agency control (i.e., second-hand smoke, varying hygiene practices, etc.).

This position description is intended to give the reader a general idea of the overall purpose and the main activities and responsibilities that are intrinsic to this position. While this description is intended to be representative, it is not intended to be limiting.