



**JOB TITLE: Direct Care Staff REPORTS TO: Runaway and Homeless Youth Program Manager/
Residential Program Manager**

Overview of the Organization

For over fifty years Attention Homes, a Boulder-based non-profit organization, has provided life-changing services and safe shelter to displaced, homeless and runaway youth in crisis. Its vision is to create a world where every young person has a safe place to live and the attention they need. Attention Homes is a values-driven, dynamic organization that offers a collegial work environment and relies on each team member's expertise and contribution to achieve its goals.

Through the combined efforts of a highly dedicated staff and large group of volunteers, Attention Homes creates a safe environment for youth to build behavioral, emotional and career-related strengths that allows them to succeed, reunite with their families whenever possible and become self-sufficient and contributing community members. In addition to its current residential and runaway and homeless youth programs, Attention Homes is embarking on an exciting new project that will expand and deepen their impact in the community by creating supportive housing for 40 transition-age youth (18-24).

If you possess the passion and dedication necessary to give youth and young adults an opportunity to change their lives for the better, and you have the qualifications described below, please consider applying for this position.

Summary of Position:

Direct Care Counselors provide 24-hour supervision and care in a trauma informed environment for youth and young adults that are experiencing homelessness or are needing out of placement in child welfare/foster care systems. Our Direct Care Counselors play an integral role in providing safety, supervision and care including supporting informed decision making, building relationships, creating consistency, and facilitating life skills acquisition.

Responsibilities:

- Create and maintain a safe, supportive and trauma-informed environment.
- Participate in and facilitate in educational and problem solving groups.
- Employ crisis intervention techniques with program participants as needed.
- Assist in development and implementation of program participant's behavior plan(s).
- Work with assigned program participant in role of "sponsor" to further assist in providing case management of their file and providing one-on-one communication with the resident regarding progress toward their individualized goals
- Write placement and discharge summaries.
- Monitor and record administration of medication.



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- Enter program participant's daily information into database, staff communication log and individual resident files including progress toward goals; summary of daily interactions and behavior; groups, events, and contacts.
 - Hold program participants consistently accountable for behavior while empowering them to make changes.
 - Show and give nurturance and empathy in a non-judgmental manner while maintaining clear professional boundaries.
 - Maintain consistent implementation of program expectations
 - Maintain appropriate professional boundaries
 - Facilitate telephone screenings and intake questionnaires.
 - Utilize community resources in order to meet the needs of the program participant.
 - Monitor and record progress of school and/or work for program participant
 - Transport participants in agency vehicle to necessary appointments and recreational activities.
 - Participate in and facilitate recreational activities with program participants
 - Assist with daily living skills including meals, chores, organizational skills and maintaining a safe and clean living environment.
 - Attend multi-disciplinary team meetings and placement review team meetings as needed.
 - Accurately and objectively report behavior in relation to program expectations

Team Support

- Support staff in working from a team approach while making group decisions.
- Attend all staff meetings and trainings as scheduled.
- Accept and act upon feedback from team members and supervisor(s).
- Attend any external trainings as needed and seek out external trainings to promote your own, and the agencies' development.
- Perform other duties as assigned by immediate supervisor.

Qualifications:

- BA/BS in a Social Science or related field OR
- 2 years of equivalent work experience
- Available to work evenings, weekends, overnight shifts; scheduled and emergency short notice shifts.
- Prior experience with homeless and/or at-risk youth a plus
- Must pass background check.
- Minimum 21 years of age
- Attention Homes' employees are expected support our mission and goals, to respect the confidentiality of all who come to us for information or assistance, and to personally maintain the dignity and integrity of one who is placed in a position of public trust.

Compensation and Benefits



Attention Homes offers competitive compensation and benefits such as PTO (or work/life solutions), medical, dental, and vision in addition to a 403(b) plan. Direct Care Counselor pay starts at \$16 per hour

Attention Homes is a drug-free workplace. Candidates and employees must be able to pass a criminal background check.

Attention Homes is an Equal Opportunity Employer

To apply for the direct care staff position, send a resume, a cover letter describing your interest in this position and three references to mbruce@attentionhomes.org, and Direct Care Staff in the subject line. Please submit all resumes by email in Word or PDF format.