



JOB TITLE Direct Care Staff
REPORTS TO Program Manager
FSLA STATUS Exempt
LOCATION Boulder, CO

SUMMARY OF POSITION

Direct Care staff provide 24-hour supervision and daily care for the youth and young adults receiving services and/or living at Attention Homes. Our Direct Care employees play an integral role in providing structure for residents through the use of a cognitive behavioral program including the facilitation of groups, behavior management, building relationships with youth, providing consistency, and supporting life-skills acquisition.

RESPONSIBILITIES

Client Support

- Create and maintain a safe, supportive living environment.
- Consistently apply program policies through use of established behavior modification plan(s).
- Participate in and facilitate youth 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 placement progress.
- Write placement and discharge summaries as they are due.
- Monitor and record administration of medication.
- 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.
- Monitor and record progress of school and/or work for program participant.
- Transport participants in agency vehicle to necessary appointments and recreational activities.
- Assist with daily living skills including meals, chores, & organizational skills while maintaining a safe and clean living environment.
- Accurately 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).
- Maintain open communication with resident treatment team, including case workers, probation officers, parents and others involved in residents' case.
- 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.

PROFESSIONAL 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 vulnerable populations 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.

BENEFITS AND COMPENSATION

Full Time staff (scheduled regularly for 30 hours or more) are eligible for benefits, to include: Health, Dental, Vacation, Sick Leave, Life Insurance, and Long Term Disability. Benefits are offered after a 90 day probationary period. Compensation starts at \$14/hr.

TO APPLY

Email resume and cover letter to contactAH@attentionhomes.org subject line: 'Direct Care Staff'

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.

ABOUT ATTENTION HOMES

Attention Homes is a safe resource for youth in crisis by providing shelter, structure, and access to crucial services so that homeless and displaced youth can become stable, independent members of our community and achieve their potential. Established in 1966 by a group of thoughtful and concerned community members who believed that what young people needed was 'attention, not detention', today our organization has evolved to servicing over 8,200 youth ages 12-24. Presently, we operate a Runaway and Homeless Shelter including street outreach, a day drop in center and overnight emergency shelter; as well as a Residential Child Care Facility for youth requiring out of home placements. We are a not-for-profit organization, registered as a 501(c)3. For more information, visit www.attentionhomes.org.

Last updated: August 23, 2019