



Position Title: Youth Counselor (Part time/ Full time)
Schedule: Various Shifts
Department: Direct Care Services
Supervisor: Assistant Program Director/Residential Supervisor(s)
FSLA Status: Non-Exempt (Hourly)

Job Summary: This position is responsible for the direct day-to-day care of children placed at A Kid's Place. Responsibility will include but not limited to the creation and execution of teen activities and transportation of children to and from a Kid's Place for off campus functions/appointments.

Job Responsibilities:

- Provide direct supervision of children at A Kid's Place per staffing ratios determined by the Department of Children and Families.
- Constantly monitor the safety, security, and well-being of the children, and actively intervene to avoid any safety hazards to the children
- Maintain a positive, caring, respectful demeanor towards the children at all times
- Work in a spirit of teamwork and collaboration with other Direct Care staff in the Houses to ensure a sense of stability and continuity for the children
- Maintain a good attendance record, and arrive and depart in a punctual manner at the employee's scheduled shift
- Maintain the absolute confidentiality of all children at the facility, which includes not discussing any information regarding the children to non-employees
- Provide teaching, education and support to children in placement to ensure stability and opportunities for growth.
- Assist with and teach skills as necessary to complete activities of daily living.
- Provide behavior modification and interventions for children who may require it and who may display behavioral issues.
- Participate in all necessary training for position in order to best serve the children in care, including First Aid, CPR, and safety training.
- Cover for shifts in house as needed
- Responsible for assistance with the procurement of food, donations, etc. as requested
- Attendance at internal staff meetings
- Available on an on-call basis for facility admissions or emergencies.
- Other functions as needed or assigned.

Qualifications:

- Strong multi-tasking and organizational skills and the ability to plan and coordinate activities and transportation requests.
- High School Diploma or equivalent required.
- 1-3 years' experience within social services or child welfare.
- Strong oral and written communication skills; excellent interpersonal skills; must be culturally sensitive and able to communicate effectively and professionally with all levels of personnel.
- Proficiency in Microsoft Office programs to include Outlook, Word, and Excel.
- Ability to create reports that reflect progress in one's areas of responsibility, including programs put into place.
- Valid driver's license and ability to pass criminal background screening and drug screening.
- Individual is required to sit, stand, walk, talk, and hear, use hands and fingers, handle or feel and reach with hands and arms. May also occasionally need to lift or move 0-30 pounds.
- The ability to work and comply with all EEOC rules collaboratively, respectfully and to accepting constructive criticism from management with dignity and respect.
- Appropriate communication and interpersonal skills. Must be able to communicate effectively with staff and children.

For consideration, please submit a resume to Human Resources by email:
ebooker@akidsplacetb.org; or by fax to 813-381-3839

A Kid's Place is an Equal Opportunity Employer. M/V/D/F encouraged to apply.