



Job Posting
Revised December 4, 2017

YOUTH COUNSELOR

Education Requirements for Youth Counselors (at least **one** of the following qualifications):

1. A Bachelor of Arts or Sciences Degree
2. A valid Child Development Teaching Permit
3. Completed 12 semester units of Early Childhood Education, Adolescent Development, or Foster and Kinship Care Education and have at least 100 hours of experience working with youth
4. A valid certificate as an Alcohol Counselor, Drug Counselor or Alcohol and Drug Counselor, and have at least 100 hours of experience working with youth
5. A valid vocational training certificate, credential, or documentation demonstrating that the individual is a trade journey person who instructs children in vocational skills and have at least 100 hours of experience working with youth as a mentor, athletic coach, teacher, vocational coach, tutor, counselor
6. Previously been employed as a full time staff or served as a volunteer at a group home, short-term residential therapeutic program, or substance abuse treatment program for at least one year
7. Relevant life experience in the child welfare, mental health or juvenile justice systems as a consumer, mentor, or caregiver

Responsibilities: Supervision and monitoring of adolescent youth in a residential treatment program and provide feedback to Clinical Program Manager. Provide instruction in routine housekeeping skills and meal preparation. Supervise recreational activities. Provide transportation as needed to schools, appointments, shopping, field trips, etc. Liaison with school as needed. Perform resident record keeping in areas of responsibilities.

Part Time, On-Call (4 open)

Perform on-call relief service to residential treatment cottages as needed for staff vacancies or absenteeism.

Work Schedule: Varies – must be available to work day shift (7am to 3pm); swing shift (2pm to 11pm); and night shift (11pm to 7am). Must be available to work 40 hours per week, however average hours worked per week are 24 – 28.

Full Time Relief (5 open)

Fill in for Youth Counselors on vacation, sick leave, and position vacancies where assigned. Full-time, 40 hours per week.

Work Schedule: Varies – must be available to work day shift (7am to 3pm); swing shift (2pm to 11pm); and night shift (11pm to 7am).

BEHAVIORAL AIDE

Responsibilities: Assist assigned student with academic tasks and social skills development and assist in academic testing of assigned student. Chart and record assigned student's behavior. Handle basic disciplinary tasks with assigned student as needed.

Hours: Between 7am – 4pm Monday – Friday (approximately, up to 8 hours, time depending upon age of students in the particular classroom and transportation duties)