



Job Posting
Revised March 30, 2018

Teacher Assistant

Responsibilities: Assist Teacher in Special Education classroom (Room #10) with correcting papers, test, duplicating material, bulletin boards, filing, student supervision and intervention as needed, recording behaviors and student behavior management. Assist with organizing field trips, special events and summer activity programs. Take over classroom when Teacher is absent and assists in developing curriculum.

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

Teacher, Special Education

Middle School Classroom

Substance Abuse Counselor/Transition Aftercare Navigator

Work Schedule: Monday, Wednesday & Thursday, 12:30-8:30pm; Tuesday & Friday 8am-5pm.
Must be flexible with schedule to meet the needs of students and families.

Quality Improvement Coordinator

Work Schedule: Mon-Fri 8am-5pm

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.

Day Shift (8 open) – STRTP positions start effective STRTP status

Work Schedule: 6:45am – 2:45pm Monday-Friday (Aspen (2), Oak, Cypress, Shasta, Delta, Alpine, Redwood)

Swing Shift (5 open)

Work Schedule:

- A. Mon-Tues 2pm-11pm, Wed 5pm-11pm, Sat 3pm-11pm, Sun 7am-3pm (Alpine)
- B. Wed 5pm-11pm, Thurs-Fri 2pm-11pm, Sat 7am-3pm, Sun 3pm-11pm (Oak, Delta)
- C. Mon-Tues 2:30pm-11pm, Wed 11am-7:30pm, Sat 3pm-11pm, Sun 7am-3:30pm (Alpine)
- D. Wed 11am-7:30pm, Thurs-Fri 2:30pm-11pm, Sat 7am-3:30pm, Sun 3pm-11pm (Aspen)

Overnight Shift – STRTP positions start effective STRTP status

Work Schedule

- A. Sun-Thurs 10:45am-7am (Cypress)
- B. Sat-Sun 10:45pm-7:15am, Mon-Wed 10:45pm-7am (Cypress, Shasta (2), Aspen)
- C. Wed-Thurs 10:45pm-7am, Fri-Sat 10:45pm-7:15am, Sun 10:45pm-7am (Alpine)
- D. Fri-Sat 10:45pm-7:15am, Sun-Tues 10:45pm-7am (Delta)
- E. Mon-Thurs 10:45pm-7am, Fri 10:45pm-7:15am (Oak)
- F. Thurs 10:45pm-7:15am, Fri-Sat 10:45pm-7:15am, Sun-Mon 10:45pm-7am (Redwood)
- G. Mon-Tues 10:45pm-7am Alpine, Wed 10:45pm-7am Floating, Thurs 10:45pm-7am Shasta, 10:45pm-7:15am Shasta
- H. Floaters, schedules TBD
- G. Mon-Tues 10:45pm-7am Alpine, Fri 10:45pm-7:15am Shasta, Sat-Sun 11pm-7am Assistant Night Supervisor

Part Time, On-Call (1 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 (6 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).

To Apply submit an Internal Application to:

Carolyn Campbell ccampbell@chsstk.org for non-exempt positions

Tici Truly ttruly@chsstk.org for exempt positions