



Strengthening American Indian Youth and Families

7/15/2009

TITLE: Part Time Residential Youth Care Worker (Ain Dah Yung Relief will need to be able to work varying hours, sometimes with short notice, to cover the Shelter gaps in staffing and occasional overnights at the Youth Lodge Program).

SALARY: \$12.00 -\$14.00 Per hour

RESPONSIBILITIES:

1. Directly responsible to the Residential Director.
2. Must be able to reliably cover shifts on short notice.
3. Provide direct care, behavior management, supervision to shelter residents. This includes: monitoring personal hygiene, health, medication administration, behavioral/emotional status, conflict resolution/counseling between residents if needed and may include: maintaining a sanitary environment by performing light maintenance duties and delegating such duties/chores to residents and other staff.
4. Prepare and order nutritious snacks and meals for shelter residents.
5. Plan and facilitate daily engaging, interactive activities and groups of a recreational, cultural or educational nature, by in providing these groups in accordance with weekly schedule.
6. Coordinate client appointments of a recreational, cultural or educational nature, in accordance with daily schedule. (Including house meetings, support groups).
7. Provide Case Management Support by: Provide transportation, Supervise parental visits, Document in appropriate logs and files, Complete client Intakes and Discharges. This includes: cleaning resident's room, obtaining resident's evaluation, labeling and storing belongings,
8. Must work in conjunction with other Youth Care Workers by enforcing program policies and procedures, provide emotional support to shelter residents and their families and Screen Crisis referrals.
9. Provide information and referral to clients and community.
10. Facilitate the purchase of program supplies and materials. Maintain a weekly inventory of program necessities, purchase and store program supplies and organization of donations.
11. Assist the Facilities Manager in the upkeep and maintenance of the program vehicle.
12. Other duties as assigned.

ACADEMIC REQUIREMENTS

A Bachelor's degree in human services, child development, elementary/secondary education or related field is preferred.

EXPERIENCE

Experience working with youth in a group, residential therapeutic or classroom setting.
Experience working with youth with a variety of emotional, personal or social problems.

QUALIFICATIONS

Must have the ability to work constructively with youth who exhibit varying degrees of difficult behaviors.
Must have good written and communication skills.
Must demonstrate and promote a chemically healthy lifestyle.
Must be knowledgeable of traditional Indian child-rearing methods, culture, values and family systems.
Must possess working knowledge of child care, health, nutrition and development.
Must be cognizant of and sensitive to the special needs/issues of American Indian children in out-of-home placement.
Must have a valid Minnesota driver's license or be willing to obtain a valid Minnesota Driver's license within 30 days from date of hire.

Employee's Signature

Date