

# EPWORTH

## Where Kids Find Strength

**Job Title:** Youth Advisor-Residential  
**Job Classification:** Service Worker (EEO Code 9.0)  
**Department:** Residential  
**Reports To:** Campus Supervisor  
**FLSA Status:** Hourly/Non-Exempt  
**Prepared Date:** 5/22/09

**Purpose:** This position is responsible for identifying and meeting the everyday needs of residents, including housekeeping, food, shelter, security, personal hygiene and health services. The work involves teaching daily living skills and socially accepted behavior to children, and providing structure, limits, guidance and consistency to the activities of children in various treatment programs. The work also involves participation in group and recreation activities. This position is responsible for implementing dorm program, policies & procedures in everyday activities.

**Essential Duties and Responsibilities include the following. Other duties as assigned or needed**

Directly supervise residents in their daily living activities, by providing face to face supervision, giving residents their undivided attention, with strength-based and therapeutic interactions.

Be present and interact with residents either one on one or in any and all relevant activities with the majority of the time providing strength based counseling and advice on daily living and coping skills.

Implement and manage the treatment program and procedures for each resident (i.e. Knobel's First Step Program, Shoemakers Next Step Connection Program, and RTC Next Step Program).

Utilize strength based verbal intervention skills to develop positive, therapeutic rapport with residents and to guide them in their treatment.

Advice, guide and role model with residents in matters of social skills, anger management, self esteem, morality, daily living, self care skills, work and study skills through one-on-one and group interactions.

Responsible for understanding and the implementation of each resident's treatment plan objectives.

Administer agency rules, policies and procedures by employing and role modeling crisis prevention and intervention skills as needed to ensure the safety of each resident, including physical and verbal intervention (*\*see physical demands section below*).

Communicate and document resident's behaviors through participation in treatment team meetings, progress notes (DAP's), communication logs, critical incidents reports, etc.

Communicate with therapists, case managers, lead youth advisors, campus supervisors, CIT, (etc. regarding resident and dorm issues, needs, and behaviors).

Follow campus schedule to ensure resident participation in recreation, volunteer or campus activities.

Dispense medications and document accordingly.

Transport residents as needed.

Report any necessary campus or dorm repairs and issues as needed.

**Supervisory Responsibilities:** None

**Qualifications:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**Education and/or Experience:**

Graduation from high school or GED, completion of at least 60 hours of college training with major course work in the social sciences is desirable is desirable.

One year residential treatment facility experience with adolescents and/or experience working with youth who have emotional and/or behavioral issues.

**Language Skills:** Ability to read and interpret documents such as safety rules, procedure manuals and treatment plans. Ability to write routine reports. Ability to effectively speak before groups of clients or employees of the agency.

**Reasoning Ability:** Ability to apply common sense understanding to carry our instructions furnished in written or oral form. Ability to deal with problems involving several concrete variables in standardized situations.

**Computer Skills:** Ability to interact with Email and light typing.

**Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk and hear. The employee must be able to demonstrate proficiency with restraints. Be able to get down on knees, be able to move around on floor on hands and knees, be able to carry another person's body weight to the floor (both someone of the same body size/weight and someone smaller) without assistance, be able to use both arms and hands to grasp and hold another person's body, and be able to bend at waist and tilt pelvis up.

**Work Environment:** Therapeutic residential facility. Will need to transport clients to activities or appointments.

**Other:** Must be 21 years of age or older. Must possess a valid driver's license.

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Employee Signature

\_\_\_\_\_  
Date

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Agency Signature

\_\_\_\_\_  
Date