

FAMILY SERVICE

JOB POSTING FORM

DATE: January 15, 2010

PROGRAM: Holly House Group Home

JOB TITLE: **Residential Counselor**

AVAILABLE SHIFTS: **Monday - Friday**
6:00a - 9:30a (17.5 hours)

PRIMARY FUNDING SOURCE: Division of Developmental Disabilities

POPULATION SERVED: Coed residential program for adults (21+) with Developmental Disabilities.

QUALIFICATIONS: Candidates must possess a high school diploma or equivalent; Possession of valid driver's license; Must be 18 years old or above; One year experience working with people with Developmental Disabilities.

COMPETENCIES: Potential employee must have the ability to teach daily living skills / self-help skills; as well as the ability to convey respect and develop therapeutic relationships with consumers.

RESPONSIBILITIES: Under the direction of the Program Supervisor, the Residential Counselor is responsible, but not limited to the following:

- Provide supervision, guidance, and direction to consumers within the home;
- Record significant shift happenings/observations in daily log;
- Monitor each consumer and attend to consumers' needs throughout the shift;
- Responsible for distribution and documentation of all medications scheduled during the shift;
- Provide training/direction, supervision and assistance with daily routine, i.e. hygiene, grooming, dressing, meal preparation, laundry and household chores;
- Be knowledgeable of and participate in developing and implementing the individual treatment plan for each consumer;
- Participate in bi-weekly staff meetings and other meetings directed by the Program Supervisor;
- Participate in on-going training to learn various behavior management methods and techniques;
- Be available in emergency situations on a 24-hour basis.

BENEFITS: Not eligible for benefits

CONTACT PERSON: Bridgett Pollard, Program Supervisor, 609-261-2517

OFF SITE FACILITY LOCATION: Westampton

Family Service considers applicants for all positions without regard to: race; color; religion; sex; national origin; age; sexual orientation; marital or veteran status; the presence of a medical condition, or handicap, unrelated to performing the tasks of the job; or any other legally protected status.