

FAMILY SERVICE

JOB POSTING FORM

DATE: April 12, 2010

PROGRAM: Bayberry Apartments

JOB TITLE: **Residential Counselor**

SHIFT AVAILABLE: **Saturday-Sunday**
3p-11p (16 hours)

PRIMARY FUNDING SOURCE: Division of Developmental Disabilities

POPULATION SERVED: Coed residential program serving the adults (21+) with developmental disabilities.

QUALIFICATIONS: Candidates must possess a high school diploma or equivalent, 6 months experience working with people with Developmental Disabilities. Excellent verbal, written, and computer skills, Possession of valid driver's license, Must be 18 years old or above

COMPETENCIES: Potential employee will have the ability to teach daily living skills/self-help skills; Possess the ability to communicate effectively to Peers and Supervisors; Ability to convey respect and develop therapeutic relationships with consumers; Builds a positive work environment by fostering collaboration and trust among staff

RESPONSIBILITIES: Under the supervision of both the Program Supervisor and the Residential Supervisor the Residential Counselor is responsible for clinical interventions to clients, including but not limited to the following specific responsibilities:

- Provide supervision, guidance, and direction to consumers within the program;
- Record significant shift happenings/observations in daily log;
- Responsible for administering evening medications
- Provide training/direction, supervision, and assistance with evening routine, ;i.e. hygiene, grooming, preparation for work, meal preparation
- Participate in bi-weekly staff meetings and other meetings directed by the Program Supervisor
- Be knowledgeable of and participate in developing and implementing the individual treatment plan for each consumer;
- Attend and monitor consumers while out in the community

BENEFITS: Not eligible for benefits.

CONTACT PERSON: Robert Bolden, Program Supervisor, 609-239-9053

OFF SITE FACILITY LOCATION: Burlington, N.J

Family Service considers applicants for all positions without regard to: race; color; religion; sex; national origin; age; 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.