

DATE: July 19, 2010

PROGRAM: C-PEP Children's Residential

JOB TITLE: Residential Supervisor\_– (Direct Care Paraprofessional) 40 hours

SCHEDULE AVAILABLE: Sunday-Wednesday, 6:30am-4:30pm (40 hrs)

PRIMARY FUNDING SOURCE & TITLE: Division of Developmental Disabilities

POPULATION SERVED: Developmental Disabilities, Co-ed, ages 6-21

QUALIFICATIONS: Be at least 18 years of age and shall have a high school diploma or equivalent; 6 month supervisory; shall also have the ability to communicate with developmentally disabled individuals. Possession of a valid Driver's License required.

COMPETENCIES: Demonstrates respect for children/adolescents and their families; demonstrates understanding of emotional disturbance; involves youth and family in all aspects of treatment planning; ability to identify family support resources and to provide advocacy for their use; knowledge of developmental tasks (autonomy, separation, individuation; adheres to Family Service's codes of ethics and conduct and commonly accepted codes of behavior.

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

- Provide a caring and supportive environment;
- Provide direct care services and supervision to residents;
- Provide assistance and training in activities of daily living;
- Provide on-going information to professional staff;
- Provide input into assessments, case conferences, and treatment planning;
- Recognize behavioral signs indicating potential emergency & take immediate action by reporting to appropriate staff;
- Provide one-on-one supervision and record client response;
- Directing and assisting clients in preparing for group activities;
- Provide social and recreational activities;
- Perform light household duties;
- Provide transportation;
- Supervise, Support and train direct care staff;
- Complete staff schedule and oversee substitutes
- Provide shift coverage, for group home as scheduled;
- Maintain all appropriate records and logs;
- Be available to consumers for individual counseling;
- Develop and coordinate weekend recreational schedule;
- Coordinate maintenance of group home and its vehicles;
- Rotating on-call responsibilities via beeper;
- Crisis intervention as needed;
- Demonstrate an ability to work positively with youth in a group setting.

BENEFITS: Eligible for full Health Benefits, Dental Benefits, Life/AD&D Insurance, Vision and participation in our 403(b) plan.

PERSON TO CONTACT: Please email Program Supervisor, Casey Dietrich, [CaseyD@famserv.org](mailto:CaseyD@famserv.org)

OFF SITE FACILITY LOCATIONS: Erial, NJ

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.