



Behavioral Specialist

Job Category: Program

Job Status: Full-time Exempt

Description:

Works under the supervision of the Shelter Manager, and is responsible for the daily supervision and well-being of the youth.

Responsibilities:

- Supervise children in compliance with agency policy and procedures, including implementation and documentation, to assure that services operate efficiently and effectively and the client gain is maximized.
- Assure each child's treatment plan is followed so youth work toward and achieve treatment goals.
- Participate as an active team member with all agency departments (i.e., attend meetings as assigned, ensure availability of residents for scheduled on and off-campus appointments, etc.), so the agency's efforts to help children and maintain licensing standards are coordinated for maximum effectiveness.
- Demonstrate and provide prescribed behavior management of children, model and encourage staff to engage in relationship-building activities and specific behavioral interventions with youth according to agency guidelines, so the appropriate interventions are used to assist youth in learning self-discipline and problem solving skills, and so youth work toward achievement of treatment goals in a supportive setting.
- Regularly promote active supervision and safety while transporting, and on outings; supervise discipline and crisis intervention, assisting when needed, so youth losing control are de-escalated ensuring youth are safe from harm at all times.
- Assure youth's medications are administered as prescribed, and medications are accurately and safely administered in accordance with agency standards.
- Be knowledgeable of agency policies and procedures so work performance and job responsibilities are carried out in compliance with agency policy and procedures, and if differences and disputes about agency policy and procedures do arise, they are dealt with through appropriate agency procedures.
- Monitor physical maintenance of the facilities, inspections are passed, and the dorms and their contents are clean and in good condition and cleaning products/equipment are kept from youth's reach.
- Ensure all required documents, reports, shift reports, and logs are prepared according to program policies and procedures showing what occurred daily on each shift for each child, and accountability standards of licensing/funding/accrediting bodies are met.
- Participate in training opportunities.
- Communicate and process with all shifts in the facility, ensuring staff are made aware of all situations that have occurred and notified of any follow-up that needs to happen on the next shift, and efforts are coordinated for maximum effectiveness.
- Assist as requested in the interviewing of potential new employees.
- Complete other duties as assigned.

OTHER ESSENTIAL DUTIES/EXPECTATIONS:

- Work cooperatively and maintain professional relationships with customers, consumers, and coworkers to promote a harmonious work and team environment.
- Make positive contributions to corporate culture by supporting overall mission, vision and values of The Forever Connection. Follow policies and procedures and work to accomplish goals and objectives of assigned program(s) department(s) and agency.
- Adhere to agency code of ethics and professional standards. Show sensitivity and respect for the cultural and ethnic diversity of clients, staff, and other community members and groups.
- Regular and reliable attendance is an essential function of this position.

QUALIFICATIONS:

- High school diploma and professional experience in providing care to children.
- At least 21 yrs. of age, with a valid driver's license and a good driving record.
- Ability to read and interpret documents such as safety rules, operating instructions, and procedure manuals.
- Ability to write routine reports and correspondence.
- Ability to interact effectively and in a professional and friendly manner with children, co-workers, parents/guardians of residents, treatment team members and outside service providers.
- Ability to define problems, collect data, establish facts, and draw valid conclusions.

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.

While performing the duties of this job, the employee is regularly required to talk and hear. The employee frequently is required to stand; walk; sit; use hands and fingers to handle; or feel objects, tools, or control; reach with hands and arms; climb or balance; stoop, kneel, crouch, crawl, engage in indoor and outdoor physical play with youth; and taste and smell. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception, and the ability to adjust focus. The employee may be required to participate in physical interventions (MANDT) with children displaying out of control behavior and weighing as much as 150 pounds, as an individual or a team effort to protect the client and others from harm by escorting, moving or holding clients, using techniques taught at this facility.

WORK ENVIRONMENT: The environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee occasionally works in outside weather conditions and is occasionally exposed to wet and/or humid conditions. The noise level in the work environment is usually moderate.

Date

Employee Acknowledgement