



New Foundations
Home for Children

CAREER OPPORTUNITY

Job Title: Direct Care Staff – Part Time 3rd Shift
Job Type: Part Time
FLSA Status: Non-Exempt
Location: 2300 Standridge Rd, Anderson SC 29625

Work schedule:

Part-Time – 3rd shifts available, Days and hours varies according to applicant’s availability.

Please specify the days you are available when applying

This position offers a variety of hours as well as the opportunity to be a member of a dedicated team of professionals. It is a perfect opportunity for recent college graduates desiring to gain experience in their chosen field or current students working towards a degree in a related field. This position is also an excellent secondary job opportunity.

Description of role:

Our organization strongly believes that every individual deserves the opportunity to achieve his or her fullest potential. At the present time, we are looking for an experienced individual to fill the role of Direct Support Professional. The right candidate will be responsible for providing compassionate care and assistance to emotionally troubled adolescents with intellectual and developmental disabilities. If you have prior experience working with adolescents in a direct care role, we encourage you to apply for this position.

Under General Supervision, candidates will provide direct care and supervision to clients in a safe, structured environment that fosters the development of appropriate behaviors.

Tasks:

- Creates and facilitates an atmosphere that is most conducive to the growth, success, and safety of the clients
- Supervises and documents client’s weekly behavior and provides therapeutic interventions as needed
- Participates in weekly care team meetings as requested and provides input on clients
- Must be able to perform physical restraints based on TCI (Therapeutic Crisis Intervention) training requirements and demonstrate competency in all aspects of TCI training
- Provides supervision of clients. Clients must be in eyesight of staff at all times while engaged in on/off campus New Foundations activities
- Counselors must initiate, engage, and participate in a full range of activities with clients. Including but not limited to recreational, educational, social, and group activities
- Counselors must maintain a positive, and respectful interaction with clients
- Counselors must communicate any safety concerns immediately to supervisor. i.e. client safety and environmental safety
- Completes all required documentation prior to leaving the assigned shift, to include but not limited to, daily counseling notes, incident reports, medicine logs, maintenance inspection checklist
- Counselors must check email and respond accordingly on a weekly basis
- Counselors must maintain a valid driver’s license and comply with DSS regulatory requirements, and agency liability insurance requirements

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www.NewFoundationsChildren.com

- Counselors are required to follow New Foundations policies and procedures at all times when acting on behalf of New Foundations
- Other duties as assigned by the supervisor

Additional Third Shift Duties and Responsibilities

- Staff must remain awake at all times
- Must complete 4 bed checks per hour. Each staff working must participate in completing bed checks each hour at randomly and reasonably spaced intervals. Staff must enter client's rooms using a flashlight to confirm that clients are in bed. If co-worker is not completing bed checks this must be reported to your supervisor
- Must complete documentation after each bed check
- Staff must stay in view of camera at all times when possible, in a position where all bedrooms are visible, ensure proper lighting for identification of staff at all times, residing in the TV area is not permitted
- Staff must not leave the Pod/Clients unsupervised

Skills and requirements:

- High school diploma/GED required
- Practical knowledge of treatment of emotional and behavioral child and adolescent disturbances
- Valid driver's license
- Excellent organizational, interpersonal and communication skills
- Compassionate about the care and well-being of others
- Ability to pass a background check and drug test
- Must be at least 21 years old
- Considerable knowledge of individual and group behavioral traits, special emphasis on students' needs and behavioral patterns
- Ability to intervene effectively in a crisis situation

How to apply:

Please send applications or resumes and cover letters to:

Lisa Norton, HR Manager – lnorton@newfoundationschildren.com or fax resumes to (864) 260-4829

May apply in person and complete application between the hours of 9-5

May apply on our website at www.newfoundationschildren.com

Only qualified individuals being considered will be contacted for an interview.