

Job Title	Shift Supervisor
Employer/ Agency	Harris County Protective Services For Children and Adults
Job Description	<p>The purpose of a Shift Supervisor is to ensure the safety and security of the youth and staff and maintenance of an emergency shelter environment. Provide leadership for managing a youth worker shift team in supervision of up to 24 residents, keeping appropriate case records, ensuring adequate supplies, making necessary reports and ensuring compliance with Minimum Standards of Emergency Shelter. In addition, the Shift Supervisor assists in supporting youth and implementing group behavior modification strategies, demonstrates the use of active listening techniques in interactions with youth, assisting youth with problem solving, and making appropriate referrals as needed to case manager and therapist. This position is responsible for knowing all licensing standards and ensuring that the facility and program is in compliance to meet these standards.</p> <ul style="list-style-type: none"> • Selects, supervises, and evaluates assigned staff. • Provides leadership and manages a shift team that ensures the safety of individuals in the program (makes assignments, provides on the job training, mentors staff, provides oversight of program activities). • Completes and approves all intake screenings; conducts and completes intake paperwork for new admissions. • Responsible for overall safety and health of the youth and physical area. • Observes all attendance, time and leave guidelines. • Maintains adequate coverage to create a safe environment and arrange for shift coverage if expected staff call in. • Attends training and informs shift members of training dates. Attends staff meetings. • Ensures parents/guardians, and all caseworkers provide necessary forms to complete new intake. (Back up to case manager) • Requests from Program Specialist sufficient inventory of supplies for full operation of shelter.
Qualifications	<ul style="list-style-type: none"> • Bachelor's degree in a social science arena, e.g., psychology, sociology, social work, criminal justice or related field. • Three (3) years verifiable paid full-time work experience working with youth in a youth-service agency in a short- or long-term residential program, alternative education program or in social services setting. • One (1) year of supervisory experience. (Two (2) years of experience in HCPS residential services may be substituted for supervisory experience.) <p><u>Additional Requirements</u></p> <ul style="list-style-type: none"> • Licensed as a Child Care Administrator or successfully complete the Child Care Administrator licensure within defined employment timeframes and maintain thereafter. • Required to complete Crisis Prevention Intervention, First Aid and CPR training within 90 days of hire. <p><u>Preferences</u></p> <ul style="list-style-type: none"> • Master's degree in a social science arena, e.g., psychology, sociology, social work, or criminal justice area, or related field.

	<ul style="list-style-type: none"> • Licensed Chemical Dependency Counselor (LCDC), Licensed Social Worker (LBSW), or Licensed Master Social Worker (LMSW) • Experience working with children in youth-service agencies such as Child Protective Services, The Harris Center for Mental Health or IDD or Juvenile Probation. • Bilingual in English and Spanish.
Salary/Hours	<ul style="list-style-type: none"> • \$3619.20 - \$4274.40 per Month - Commensurate with Qualifications • Based on 26 Pay Periods • Plus Mileage Reimbursement
Employer/Agency	Harris County Protective Services For Children and Adults
Address	Chimney Rock Road
City, State, Zip	Houston, TX
Application Method	Apply online: https://www.governmentjobs.com/careers/harriscountytexas/jobs/1779946/shift-supervisor
Opening Date	Immediate

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