

<b>Job Title</b>	DIRECT CARE STAFF
<b>Employer/ Agency</b>	KIDZ SAFE HARBOR RESIDENTIAL TREATMENT FACILITY
<b>Job Description</b>	<p>DUTIES AND RESPONSIBILITIES:</p> <ul style="list-style-type: none"><li>o Ensure all contractual requirement are being met</li><li>o Serve as a positive role model to the youths</li><li>o Maintain youth progress notes and assist in developing goal-oriented service plans</li><li>o Provide youth supervision at all times and maintain appropriate daily documentation</li><li>o Participate in individual and group counseling as needed</li><li>o Prepare and submit documentation and reports within required timelines</li><li>o Keep the supervisor informed of all observations made</li><li>o Provide crisis intervention for the youths</li><li>o Attend and participate in trainings, workshops and in-services provided by Kidz Safe Harbor Program or outside agencies, as requested</li><li>o Participate as a member of the treatment team</li><li>o Comply with the agency and the respective program policies and procedures</li><li>o Attend and participate in trainings and workshops as needed</li><li>o Maintain confidentiality in all areas of the program</li></ul>
<b>Qualifications</b>	<ul style="list-style-type: none"><li>o High School diploma or G.E.D.</li><li>o One year experience working with troubled youth as a volunteer or intern in a social service, residential, education or institutional</li></ul>

	setting o Must be 21 years or older
<b>Salary/Hours</b>	FULL-TIME \$35,000 per year
<b>Employer/Agency</b>	Kidz Safe Harbor Residential Treatment Facility
<b>Address</b>	1202 Lark Lane
<b>City, State, Zip</b>	Richmond, Texas 77469
<b>Contact Person</b>	Leatta Mitchell, LCSW
<b>Contact Title</b>	Treatment Director
<b>Email Address</b>	leatta@kidzsafeharbor.com
<b>Application Method</b>	Email only
<b>Opening Date</b>	ASAP

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