

Job Title	Residential Mentor- Weekend Shift 1
Employer/ Agency	Houston Area Women’s Center
Job Description	<p>As the Residential Mentor, you will oversee the safety, general welfare, and day-to-day needs of the women and children staying in the domestic violence shelter. You will help clients acclimate to a communal living environment by providing peer counseling/support, education, and mentoring.</p> <ul style="list-style-type: none"> ▪ You will work directly and interact with clients and their families in a domestic violence shelter by providing mentoring, crisis intervention, safety planning, and supportive services on a frequent basis. ▪ You will facilitate provide mediation between residents when needed by modeling and teaching non-violent conflict resolution skills. ▪ You will assign and monitor residents’ personal responsibilities in the communal living environment. ▪ You will conduct individual orientations, intakes, group house meetings, exit processes etc. ▪ You will enforce residential policies to ensure compliance with grantors and funding sources. ▪ You will attend Case Meetings for feedback and information and to develop working plans to address client issues. Communicate with other departments of the agency to resolve client needs. ▪ You will create resident files and record client services by existing deadlines via database. ▪ You will maintain safety and cleanliness of communal living areas at all times and report unsafe activities, complete incident reports for accidents, hazardous practices. ▪ You will report abuse/neglect to either Child and/or Adult Protective Services. ▪ Other duties may be assigned.
Qualifications	<p>Associates Degree in Psychology, Social Work, Sociology, Public Health, or Criminal Justice and 3 years of experience within social services, case management or similar field. OR</p> <p>Bachelor's Degree in Psychology, Social Work, Sociology, Public Health, or Criminal Justice and 1 year of experience within social services, case management or similar field.</p> <p>Proficient knowledge with Microsoft Office (Outlook, Excel, Word, Teams)</p> <p>Valid Texas Driver's License</p>
Salary/Hours	<p>Full Time</p> <p>Friday-Monday 8:00 a.m.-7:00 p.m. (Shift 1) Hourly Compensation: \$21.63</p>
Application Method	<p>https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=172875&clientkey=375885033217726F70F9776A0B3CFE54</p>
Opening Date	Immediately

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