



Job Title: Residential Counselor, PRN

Department: Residential Maternity, Sarah's House and Legacy Hall

General Description of Duties:

Residential Counselor, PRN's maintain a climate conducive to positive, cohesive and congenial group living by providing clients with a safe and secure living environment. Maintains house security by admitting and supervising authorized visitors and residents. Specific duties will vary depending on the shift worked.

Line of Authority:

Residential Counselor, PRN's report directly to the Residential Director.

Job Classification:

Part-time, non-exempt

Specific Duties and Responsibilities:

All Shifts

- Ensures clients follow program guidelines, rules and regulations at all times.
- Responds to clients' medical symptoms and/or needs by following clinic instructions, administering medication, transporting to and escorting into the hospital.
- Intervenes in problem behaviors by utilizing crisis intervention and redirection skills
- Documents all activities occurring and any new information disclosed on a client-by-client basis each shift, maintaining client and program records in accordance with applicable standards and regulations, grant requirements, etc.
- Is familiar with, and follows, the comprehensive treatment plan of each client
- Provide support for clients who may be in the early stages of labor by timing contractions
- Provides clerical support for Residential Specialists
- Participates in auditing of client charts and any necessary follow-up
- Responsible for the cleanliness of the wing at the conclusion of shift
- Participates in a minimum of 24 hours of continuing education activities annually
- Works together as a team with other Direct and Non-Direct Service staff
- Maintains professional ethics as outlined in the NASW code of ethics

- Other duties as assigned

2nd Shift Additional Duties and Responsibilities (6p.m. – 11p.m.)

- Performs last bed check for all residents; secures common areas
- Responds appropriately to and documents all intake calls

Your hourly wage will vary according to the shifts you work, outlined as follows:

Monday – Friday \$11.37 6pm – 11pm

Special Shift \$12.37 Saturday & Sunday 3pm-11pm

Minimum Qualifications/Requirements:

- Experience in residential care or related human services area
- Must commit to working one weekend shift 3pm – 11pm per week and must be available weekdays from 6pm – 11pm
- Strong interpersonal skills with a customer-focused attitude
- Excellent customer service skills
- Must be able to work as part of a team
- Must be CPR certified within 30 days of hire
- Must have a valid Driver License
- Commitment to Crittenton’s mission, goals and values

Education:

High school diploma or equivalent; at least six months experience in residential care preferred.

Who we are

Founded in 1903, Crittenton is a non-profit organization that provides maternal, family care and life skills services for girls and women who have experienced trauma. We’re nationally accredited and guided by a trauma-informed model of care to make our clients feel safe, supported and empowered. We exist to help every girl and woman who walks through our doors realize a better tomorrow. Our five core values that drive our service delivery are: Compassion, Respect, Inclusion, Accountability and Hope.

Working here

Crittenton employees, along with our community partners and volunteers play an integral part in our success. Our employees are here because they care about our clients. As a Crittenton employee, you will help to create positive outcomes, guiding clients toward a better path and helping them stay on it, even when the journey gets difficult.

We deliver our services with a trauma-informed approach using the ARC framework. As a member of our team, you will receive ARC training to develop an understanding of the impact that trauma and adversity have on our clients. We work as a team using a shared language and structure for providing

our services to address these trauma-related impacts to help our clients thrive and realize a better tomorrow.

Here are some of the many ways our employees help girls and women realize a better tomorrow:

- Building a foundation of self-esteem
- Creating stable, sustainable family units
- Ensuring healthy delivery and baby
- Overcoming trauma to achieve self-sufficiency
- Keeping mothers and children together
- Facilitating positive future outcomes

Working at Crittenton provides you with the opportunity to make a difference in the lives of girls, women, and children in a unique working environment. Benefits include complimentary meals during your shift and many opportunities to attend valuable training to enhance your personal and professional development.

Crittenton is an Equal Opportunity Employer. We consider all applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity, age, national origin, genetic information, disability, veteran status or any other status protected by all applicable federal and state laws.

COVID-19

Our residents are our mission, and currently they are one of the most vulnerable populations being impacted by COVID-19 and its variants. We are requiring vaccination or weekly testing to protect them and to assure our families and community partners that we are doing everything we can to ensure their safety.

All employees not otherwise exempted are required to submit proof of vaccination to Human Resources within 3 days of a job offer being extended, or to submit to weekly COVID testing beginning one week before the first scheduled day of work.

Requests for exceptions and reasonable accommodations must be initiated by submitting a completed Request for Accommodation form to the human resources department to begin the interactive accommodation process within 3 days of a job offer being extended.

How to apply:

Email a cover letter and resume to alee@fcsnc.org. **All cover letters must include your hours of availability in order to be considered.**