



Welcoming Adolescents in Transition

## WAIT House Job Description

**JOB TITLE: Overnight Direct Care Worker (PART-TIME)**

BASE SALARY: \$13.00/hr

Overnights 12a-8a

### QUALIFICATIONS:

- High School Diploma/GED
- Demonstrated commitment to youth
- Ability to maintain resident confidentiality
- Experience in residential setting preferred
- Valid NYS Drivers License free of violation marks
- Effective verbal and written communication skills

### POSITION SUMMARY:

Provides direct care and supervision to residents of shelter, to include oversight of medications, chores, schoolwork and support of personal goal plan attainment.

### RESPONSIBILITIES:

- Supervises and Interacts with residents at all times though out their Daily Routines to insure proper life skill instruction outside of Case Management
- Assist Residents with homework as needed
- Make sure all residents are accounted for
- Follow-up on assigned household chores and supervise chore completion
- Coordinates and implements recreation activities with residents
- Assists in preparation of meals in conjunction with residents and provides snacks
- Monitors and enforces house rules compliance
- Assists in implementation of daily schedule
- Transports residents when necessary to school, work and necessary appointments.
- Conducts cleaning & maintenance responsibilities
- Communicates with on call staff when necessary
- Provides appropriate intervention to quell potential crisis
- Performs assigned tasks as directed by supervisor
- Record keeping as required
- Awake overnight shift responsible for all aspects of safety. This includes bed checks, regular house inspection and monitoring

### TO APPLY:

Send resume to Margaret DeVries, Executive Director at [mdevries@hycwaithouse.org](mailto:mdevries@hycwaithouse.org)