



POSITION DESCRIPTION			
Title	Resident Advisor Coordinator	Department	Residential
Reports To	Residential Director	Direct Reports	Resident Advisor Specialist
Summary	<p>Tharros Place lead youth worker serves as positive role model to support, lead, and encourage direct care staff and youth served. The lead youth worker supervise all direct care staff and is responsible for the quality of direct support services provided to the youth housed at Tharros Place. The lead youth worker is responsible for the day-to-day planning and operation of the milieu as well as the safety and well-being of the youth residing at Tharros Place. As the lead youth worker, you must be committed to the happiness and well-being of the individuals we support while providing quality supervisory guidance to our staff.</p>		
Employee Expectations	<p>All employees of Tharros Place are expected to demonstrate commitment to our mission of providing services to survivors of human trafficking and their families through compassionate care and respectful, honest communication and collaboration with every member of our team. Team members must offer enthusiasm and empathy while participating in creating and maintaining a workplace that values diversity and is free of racism, sexism, heterosexism and other discriminatory practices.</p>		
Position Requirements & Qualifications	<ul style="list-style-type: none"> • Minimum Age 21 • High school diploma or GED plus willingness to complete on-the-job training. • Two years of documented experience, as a care provider, with documented skills or training relevant to the population of trauma youth • Attention to detail and ability to solve problems quickly and responsibly. • Excellent communication skills in both writing and speaking • Satisfactory clearance of criminal background, DMV, and drug screenings • CPR and First Aid certified. <p>Preferred:</p>		



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	<ul style="list-style-type: none">• Associate degree from an accredited college or university in the area of behavioral or social sciences, social work, or psychology, childhood education.• Supervising Experience: 1 year
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Essential Job Responsibility	<ul style="list-style-type: none">• Provide continued hands-on oversight of direct care staff, ensuring their continued adherence to quality expectations, safety standards and job responsibilities.• Mentor, model, and ensure adherence to Tharros Place policies and procedures.• Ensures staffing and scheduling meet program needs.• Ensure implementation of participants of individual service plan by training direct care staff on current goals and steps.• Provide assistance at campus/program by enforcing rules, modeling positive behavior, and serving as mentor for young people.• Serves as a member of the interdisciplinary team and attends all meetings as such.• Daily review of progress notes, MARS, critical incident reports, and other resident documentation by direct care staff for accuracy.• Assist with interviewing, hiring, appraising performance, rewarding and disciplining direct care workers.• Provide on the job training for new direct care workers.• Leads staff debriefings to assist in maintaining consistency between shifts, and to share policy/program updates as needed.• Provide for the needs, care, protection, and supervision of youth in the program.• Responsible for the daily care and supervision of youth at campus/program• Provide a stabilizing and nurturing environment that promotes, safety, well-being and permanency.• Organize and facilitate recreational activities including games, physical fitness, and scheduled events on a daily basis.• Assess group dynamics and collaborate with team members to create activities for desired outcomes such as relationship
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	<p>building, positive social interaction, and improved self-confidence.</p> <ul style="list-style-type: none"> • Foster collaboration and leadership through activities that promote teamwork and encouraging participants to actively pursue responsibility.
Traits & Distinguishing Characteristics	<ul style="list-style-type: none"> • Excellent interpersonal, communication, and conflict resolution skills. • Ability to use computer systems and programming. • Functional and situational reasoning to follow policy, complete administrative tasks, problem solve, exercise sound judgment, prioritize multiple tasks, & crisis manage • Strong organizational skills and attention to detail. • Ability to prioritize multiple issues on demand. • Maintains exceptionally high standards of integrity and confidentiality. • Ability to act independently and function as part of an overall team. • Ability to work flexible hours, including evenings, weekends, overnights, and holidays. • Ability to lift up to 25 lbs.; kneel, bend and carry items; and sustain periods of walking, standing, sitting. • Ability to physically assist youth according to their needs and perform physical restraint if necessary. • Takes ownership of work and demonstrates willingness to accept responsibility for decisions and actions.
Status	<p>Part time, non-exempt Hourly rate: \$18-\$20/hour Flexible hours to accommodate 24/7/365 staffing needs</p>
How to Apply	<p>Send resume and cover letter to LaToya@tharrosplace.com by September 5, 2023</p>
For More Information	<p>www.tharrosplace.com Facebook: @TharrosPlace Instagram: @tharros.place</p>
<p><i>This job description has been designed to indicate the general nature and level of work performed by employee(s) within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job.</i></p>	



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